

# Fiscal Year 2018 Budget Request

Office of the Secretary of State



**JOHN R. ASHCROFT**  
**Secretary of State**

Includes Governor's Recommendations



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## SECRETARY OF STATE'S OFFICE

The major divisions within the Secretary of State's office are: Administrative Rules, Business Services, Elections, Fiscal and Facilities, Information Technology, Records Services, Securities, and State Library.

The Administrative Rules Division publishes proposed rules and emergency rules in the Missouri Register. An agency may file an emergency rule if the agency finds an immediate danger to the public health, safety or welfare requiring emergency action or if the emergency rule is necessary to preserve a compelling governmental interest that requires an early effective date. The Division also publishes final rules monthly in the Code of State Regulations.

The Business Services Division has three sections: Commissions, Corporations and Uniform Commercial Code. The Secretary of State commissions notaries public, a process which is overseen by the Commissions section. The Commissions section certifies notaries for foreign documents, elected officials and the State Registrar of Vital Statistics. The unit authenticates official acts of the Governor and maintains bonds and oaths of office for state officials. The Secretary of State is responsible for the registration of all Missouri and out-of-state business entities doing business in Missouri. These entities include for profit and nonprofit corporations, and specialized business. The Secretary of State's office is the centralized office for the perfecting of personal property liens and other creditor interests under the Uniform Commercial Code (UCC). The Business Services Division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the *Safe at Home* address confidentiality program that helps protect survivors of domestic violence, rape, sexual assault or stalking through the use of a designated address.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election authorities (county clerks or election boards). Missouri has more than four million registered voters, and in the 2012 November general election, 2.7 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal and Facilities Division provides fiscal, budget, procurement, facilities management support, and general office services to the Secretary of State's office.

The Information Technology Service Division is responsible for developing, maintaining, and monitoring the information systems within the Secretary of State's office to ensure information is functional, accessible, and secured for use by the Secretary of State's office, other state departments, counties and the general public.

The Records Services Division has three sections: Missouri State Archives, Local Records and Records Management. It is responsible for managing both current and historical records of the state to ensure those records are accessible to Missouri citizens. It is also responsible for assisting local governments in records preservation and management. The Records Services Division, in conjunction with the Missouri State Library, oversees MissouriDigitalHeritage.com, a statewide program to expand historical information accessible on the Internet.

The Securities Division is responsible for protecting Missouri investors from fraud and for ensuring that firms and individuals that sell securities comply with the securities laws in the state. The division enforces the Missouri Securities Act of 2003. The division is organized into three sections: investor education, enforcement, and registration. The Securities Division also oversees the Missouri Investor Protection Center, which creates and promotes investor education initiatives designed to educate and assist both current and future investors.

The Missouri State Library provides library and reference services to Missouri state government, provides library services to the blind and physically disabled, and promotes the development and improvement of library services for citizens throughout the state. The Library Development section supports libraries through consulting, administration of grant programs, continuing education and statewide programs to improve the quality of library service for all Missouri citizens. The Reference Services section delivers library services, including access to research databases, to meet the needs of state government. Wolfner Talking Book and Braille Library serves as the public library for Missourians unable to use standard print because of a visual or physical disability.

Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Office of the Secretary of State July 1, 2010 to January 14, 2013	Audit	03/2013	<a href="http://app.auditor.mo.gov/repository/press/2013-023.pdf">http://app.auditor.mo.gov/repository/press/2013-023.pdf</a>
Office of the Secretary of State July 1, 2012 to June 30, 2015	Audit	01/2016	<a href="http://app.auditor.mo.gov/Repository/Press/2016001519759.pdf">http://app.auditor.mo.gov/Repository/Press/2016001519759.pdf</a>



# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	7,509,344	188.06	7,603,512	205.76	7,603,512	205.76	7,603,512	205.76
ELECTION ADMIN IMPROVEMENT	241,724	5.56	278,713	6.00	278,713	6.00	278,713	6.00
SEC OF STATE-FEDERAL FUNDS	197,574	6.18	254,066	6.80	254,066	6.80	254,066	6.80
SEC OF ST TECHNOLOGY TRUST	308,597	6.27	376,017	8.00	376,017	8.00	376,017	8.00
LOCAL RECORDS PRESERVATION	595,434	14.74	1,030,039	25.24	1,030,039	25.24	1,030,039	25.24
INVESTOR EDUC & PROTECTION	422,918	8.48	795,242	17.50	795,242	17.50	795,242	17.50
TOTAL - PS	9,275,591	229.29	10,337,589	269.30	10,337,589	269.30	10,337,589	269.30
EXPENSE & EQUIPMENT								
GENERAL REVENUE	1,370,624	0.00	1,330,225	0.00	1,330,225	0.00	1,330,225	0.00
SEC OF STATE-FEDERAL FUNDS	73,741	0.00	227,574	0.00	227,574	0.00	227,574	0.00
SEC OF ST TECHNOLOGY TRUST	2,266,912	0.00	2,411,180	0.00	2,411,180	0.00	2,411,180	0.00
LOCAL RECORDS PRESERVATION	40,890	0.00	319,969	0.00	319,969	0.00	319,969	0.00
INVESTOR EDUC & PROTECTION	209,643	0.00	947,964	0.00	947,964	0.00	947,964	0.00
SEC OF ST-WOLFNER LIBRARY	18,125	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL - EE	3,979,935	0.00	5,266,912	0.00	5,266,912	0.00	5,266,912	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	42,895	0.00	45,001	0.00	45,001	0.00	45,001	0.00
TOTAL - PD	42,895	0.00	45,001	0.00	45,001	0.00	45,001	0.00
<b>TOTAL</b>	<b>13,298,421</b>	<b>229.29</b>	<b>15,649,502</b>	<b>269.30</b>	<b>15,649,502</b>	<b>269.30</b>	<b>15,649,502</b>	<b>269.30</b>
<b>HB 1631 Implementation - 1231005</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	58,672	1.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	58,672	1.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	4,201,315	0.00	100,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,201,315	0.00	100,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,259,987</b>	<b>1.00</b>	<b>100,000</b>	<b>0.00</b>

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# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SECRETARY OF STATE</b>									
<b>HB 1631 Document Costs - 1231003</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	1,000,000	0.00	0	0.00	
TOTAL - EE	0	0.00	0	0.00	1,000,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,000,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>SB 932 Implementation - 1231004</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	55,872	2.00	0	0.00	
TOTAL - PS	0	0.00	0	0.00	55,872	2.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>55,872</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>	
<b>SOS Technology Trust Fund E&amp;E - 1231006</b>									
EXPENSE & EQUIPMENT									
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	750,000	0.00	750,000	0.00	
TOTAL - EE	0	0.00	0	0.00	750,000	0.00	750,000	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>750,000</b>	<b>0.00</b>	<b>750,000</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$13,298,421</b>	<b>229.29</b>	<b>\$15,649,502</b>	<b>269.30</b>	<b>\$21,715,361</b>	<b>272.30</b>	<b>\$16,499,502</b>	<b>269.30</b>	

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### CORE DECISION ITEM

**Department** Secretary of State  
**Division** All Division - See Program Description  
**Core** Operating Core

**Budget Unit** 23140C

**HB Section** 12.035

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	7,603,512	532,779	2,201,298	10,337,589
EE	1,330,225	227,574	3,709,113	5,266,912
PSD	45,001	0	0	45,001
TRF	0	0	0	0
<b>Total</b>	<b>8,978,738</b>	<b>760,353</b>	<b>5,910,411</b>	<b>15,649,502</b>
<b>FTE</b>	<b>205.76</b>	<b>12.80</b>	<b>50.74</b>	<b>269.30</b>

<b>Est. Fringe</b>	2,075,759	145,449	600,954	2,822,162
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Technology Trust Fund (0266) - 28.160 RSMo  
 Local Records (0577) - 59.319 RSMo  
 Investor Education and Protection Fund (0829) - 409.006.601 RSMo  
 Wolfner Library Trust Fund (0928) -181.150 RSMo

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	7,603,512	532,779	2,201,298	10,337,589
EE	1,330,225	227,574	3,709,113	5,266,912
PSD	45,001	0	0	45,001
TRF	0	0	0	0
<b>Total</b>	<b>8,978,738</b>	<b>760,353</b>	<b>5,910,411</b>	<b>15,649,502</b>
<b>FTE</b>	<b>205.76</b>	<b>12.80</b>	<b>50.74</b>	<b>269.30</b>

<b>Est. Fringe</b>	2,075,759	145,449	600,954	2,822,162
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

#### 2. CORE DESCRIPTION

This core represents all operating expenses of nine separate divisions. FTE count was reduced from 280.3 to 270.3 in the FY2014 budget cycle. In the FY2015 budget request, there was a department decrease of four FTE, with five FTE requested for new programs. In FY16, a one-time core reduction was requested for the General Revenue E & E of \$59,000; one-time FY15 appropriations of \$100,000 for Military Absentee Ballots, \$2,300 for Safe at Home E & E; Technology Trust Fund E & E of \$750,000, and \$200,000 in Local Records E & E. Also in FY16, a core reduction of \$159,678 was requested for the National Endowment for the Humanities (Save America's Treasures) Fund PS. In the FY2016 budget request, FTE were reduced to 269.3. In the FY2017 budget request, a core reduction of \$55,000 was requested; an additional core reduction was received in the amount of \$83,283, and the statewide pay plan increased the core by \$200,590.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Administrative Services - Fiscal, Central Services, and Publications  
 Executive Services - Executive Staff, and Communications  
 Elections  
 Record Services - Archives, Records Management, Document Preservation, and Local Records  
 Administrative Rules/Legal Services (Includes HR)  
 Securities  
 Business Services  
 Information Technology Services  
 Library Services - Administration, Library Reference, Library Development, and Wolfner

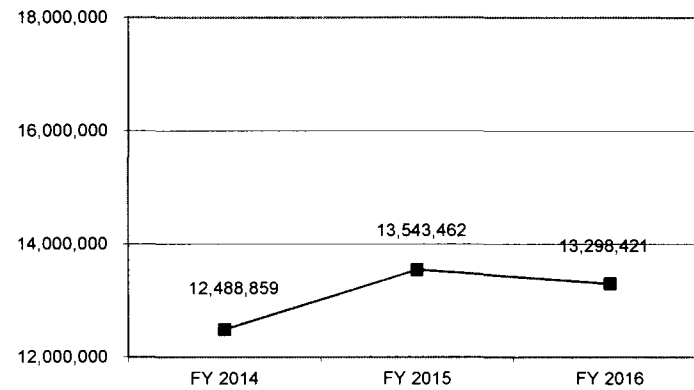
**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23140C
<b>Division</b>	All Division - See Program Description		
<b>Core</b>	Operating Core	<b>HB Section</b>	12.035

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	16,557,234	16,884,023	15,587,195	15,649,502
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	16,557,234	16,884,023	15,587,195	N/A
Actual Expenditures (All Funds)	12,488,859	13,543,462	13,298,421	N/A
Unexpended (All Funds)	4,068,375	3,340,561	2,288,774	N/A
Unexpended, by Fund:				
General Revenue	20,025	55,497	47,175	N/A
Federal	562,726	395,218	236,869	N/A
Other	3,485,624	2,889,846	2,004,730	N/A

**Actual Expenditures (All Funds)**



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

FY14 to FY15 appropriation increase is due to Cost of living adjustments funded by the General Assembly, increased funding for Safe at Home, Investor Restitution Fund, Military Absentee Voting, and Surplus Revenue Fund transfers.

FY15 to FY16 appropriation was reduced by \$1,111,300 in expense and equipment; increased by \$54,050 Cost to Continue pay increase; and reduced by the elimination of a Surplus Revenue fund (\$79,900), and a Document Preservation grant (\$159,678).

FY16 to FY17 appropriation was decreased by \$83,283 in E & E, and increased in PS by \$145,590 (Voluntary reduction of \$55,000 and Cost of living adjustments funded by the General Assembly in the amount of \$200,590)

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
SECRETARY OF STATE

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	269.30	7,603,512	532,779	2,201,298	10,337,589	
	EE	0.00	1,330,225	227,574	3,709,113	5,266,912	
	PD	0.00	45,001	0	0	45,001	
	<b>Total</b>	<b>269.30</b>	<b>8,978,738</b>	<b>760,353</b>	<b>5,910,411</b>	<b>15,649,502</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	269.30	7,603,512	532,779	2,201,298	10,337,589	
	EE	0.00	1,330,225	227,574	3,709,113	5,266,912	
	PD	0.00	45,001	0	0	45,001	
	<b>Total</b>	<b>269.30</b>	<b>8,978,738</b>	<b>760,353</b>	<b>5,910,411</b>	<b>15,649,502</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	269.30	7,603,512	532,779	2,201,298	10,337,589	
	EE	0.00	1,330,225	227,574	3,709,113	5,266,912	
	PD	0.00	45,001	0	0	45,001	
	<b>Total</b>	<b>269.30</b>	<b>8,978,738</b>	<b>760,353</b>	<b>5,910,411</b>	<b>15,649,502</b>	

### FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 23140C	<b>DEPARTMENT:</b> Secretary of State
<b>BUDGET UNIT NAME:</b> Operating Core	<b>DIVISION:</b> All Divisions

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

100%	Fund	0101	0073	Personal Service	\$ 7,603,512
100%	Fund	0101	0077	Expense and Equipment	1,375,226
100%	Fund	0157	4490	Personal Service	278,713
100%	Fund	0195	4193	Personal Service	254,066
100%	Fund	0195	4194	Expense and Equipment	227,574
100%	Fund	0266	2221	Personal Service	376,017
100%	Fund	0266	2222	Expense and Equipment	2,411,180
100%	Fund	0577	9491	Personal Service	1,030,039
100%	Fund	0577	9492	Expense and Equipment	319,969
100%	Fund	0829	5532	Personal Service	795,242
100%	Fund	0829	5533	Expense and Equipment	947,964
100%	Fund	0928	4195	Expense and Equipment	30,000
				Total	\$15,649,502

#### DEPARTMENT REQUEST

Section	PS or EE	Core	% Flex Requested	Flex Request Amount
HB 12.035	PS	\$10,337,589	100%	\$10,337,589
HB 12.035	E & E	\$5,311,913	100%	\$5,311,913
	Total			\$15,649,502

## FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 23140C  <b>BUDGET UNIT NAME:</b> Operating Core	<b>DEPARTMENT:</b> Secretary of State  <b>DIVISION:</b> All Divisions
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**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	\$200,000

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
The flexibility option was not used in Fiscal Year 2016.	Unknown at this time

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	107,746	1.00
DIR LEGISLATIVE & GOV AFFAIRS	55,002	1.00	56,102	1.00	56,102	1.00	56,102	1.00
PERSONNEL OFFICER	38,076	1.00	38,838	1.00	0	0.00	0	0.00
DIR. OF EXTERNAL OPERATIONS	23,251	0.54	43,782	1.00	0	0.00	0	0.00
DIRECTOR OF PUBLICATIONS	31,418	0.60	0	0.00	53,040	1.00	53,040	1.00
DIR OF ELECTIONS AND INFO TECH	54,247	0.60	92,865	1.00	0	0.00	0	0.00
DEP DIR OF EL/SEN DEP COUNSEL	30,960	0.48	65,282	1.00	65,282	1.00	65,282	1.00
ASSISTANT DIR FOR LOCAL RECDS	56,520	1.00	57,695	1.00	57,695	1.00	57,695	1.00
COMMISSIONER OF SECURITIES	96,204	1.00	98,128	1.00	98,124	1.00	98,124	1.00
DIRECTOR OF BUS SERVICES	80,666	1.06	87,051	1.00	88,420	1.00	88,420	1.00
DIR OF AD RULES/SEN CNSL	86,961	1.00	87,051	1.00	91,128	1.00	91,128	1.00
ASSISTANT DIR FOR RECORDS MGMT	55,416	1.00	56,539	1.00	56,539	1.00	56,539	1.00
LEAD SENIOR OFFICE SUPP ASST	11,408	0.38	0	0.00	31,032	1.00	31,032	1.00
EXECUTIVE SECRETARY	54,051	1.00	54,101	1.00	56,652	1.00	56,652	1.00
EDITOR	36,888	1.00	37,626	1.00	37,626	1.00	37,626	1.00
DR OF REC SRV AND ST ARCHIVIST	86,961	1.00	87,055	1.00	91,128	1.00	91,128	1.00
ASSISTANT STATE ARCHIVIST	57,744	1.00	58,901	1.00	58,903	1.00	58,903	1.00
RECORDS ANALYST	33,744	1.00	34,419	1.00	0	0.00	0	0.00
AUDITOR/ACCOUNTANT II	44,808	1.00	45,704	1.00	45,704	1.00	45,704	1.00
DIRECTOR OF INFORMATION TECH	79,536	1.00	79,425	1.00	79,425	1.00	79,425	1.00
PROJECT TECHNICIAN	995	0.04	0	0.00	24,360	1.00	24,360	1.00
OFFICE SUPPORT ASST (KEYBRD)	25,824	1.00	26,340	1.00	26,340	1.00	26,340	1.00
SR OFC SUPPORT ASST (KEYBRD)	105,836	3.63	119,010	4.00	108,878	4.00	108,878	4.00
ASSISTANT EDITOR	30,984	1.00	31,604	1.00	31,608	1.00	31,608	1.00
INVESTIGATOR III	52,528	1.33	80,368	2.00	80,368	2.00	80,368	2.00
COMPUTER INFO TECH II	191,646	4.66	101,084	3.00	237,849	7.00	237,849	7.00
COMPUTER INFO TECH III	108,569	2.31	274,929	7.00	94,524	2.00	94,524	2.00
ARCHIVIST	538,497	13.91	651,495	17.49	650,475	16.40	650,475	16.40
ELECTRONIC RECORDS ARCHIVIST	152,162	3.79	163,483	4.41	169,317	5.00	169,317	5.00
PART-TIME SUMMER	41,805	1.92	0	0.00	45,760	2.00	45,760	2.00
PART-TIME OTHER	36,439	1.14	0	0.00	17,024	0.75	17,024	0.75
RECORDS CENTER SUPERVISOR	36,204	1.00	36,928	1.00	42,648	1.25	42,648	1.25

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
ADMINISTRATIVE AIDE I	27,084	1.00	27,626	1.00	27,624	1.00	27,624	1.00
HUMAN RESOURCES OFFICER	0	0.00	0	0.00	49,176	1.00	49,176	1.00
GEN. COUNSEL/EXEC DEP SOS	99,960	1.00	101,959	1.00	109,956	1.00	109,956	1.00
DIRECTOR-FIELD OPERATIONS	123,498	2.61	145,166	3.00	145,212	3.00	145,212	3.00
GRANT OFFICER	41,216	0.93	47,001	1.00	47,001	1.00	47,001	1.00
COMP INFO TECH SUPERVISOR I	49,794	0.99	0	0.00	57,996	1.00	57,996	1.00
COMPLIANCE EXAMINER	116,574	3.14	207,485	5.00	207,495	5.00	207,495	5.00
LIBRARIAN II	116,784	3.00	119,120	3.00	119,124	3.00	119,124	3.00
ASSISTANT COMMISSIONER	0	0.00	33,293	0.50	0	0.00	0	0.00
INVESTIGATOR IV	82,183	1.95	85,680	2.00	87,453	2.00	87,453	2.00
STATE LIBRARIAN	86,961	1.00	87,051	1.00	91,128	1.00	91,128	1.00
READER ADVISOR	177,625	6.00	157,347	9.60	181,200	9.60	181,200	9.60
SENIOR REFERENCE ARCHIVIST	41,940	1.00	42,779	1.00	42,779	1.00	42,779	1.00
CLERK I	197,731	8.12	211,367	8.00	214,036	8.50	214,036	8.50
DIR OF FISCAL & FACILITIES	86,961	1.00	87,051	1.00	91,128	1.00	91,128	1.00
COMPOSING EQUIPMENT OPER II	32,628	1.00	33,281	1.00	33,276	1.00	33,276	1.00
PT OTHER-RESEARCH ANALYST I	18,671	0.78	14,987	0.80	13,659	0.80	13,659	0.80
SENIOR CONSERVATOR	45,157	1.00	46,068	1.00	46,068	1.00	46,068	1.00
CONSERVATOR	115,049	2.99	117,630	3.00	117,630	3.00	117,630	3.00
DIRECTOR CORPORATIONS/PROJ MGR	38,131	0.60	65,276	1.00	65,276	1.00	65,276	1.00
INVESTIGATOR I	27,905	0.81	35,031	1.00	34,344	1.00	34,344	1.00
INVESTIGATOR II	39,091	1.03	37,601	1.00	38,232	1.00	38,232	1.00
SENIOR COUNSEL	27,485	0.40	0	0.00	69,360	1.00	69,360	1.00
LICENSING ASSISTANT	17,486	0.58	30,576	1.00	32,688	1.00	32,688	1.00
LIBRARIAN	32,855	0.87	61,931	1.50	79,350	2.00	79,350	2.00
COMPUTER INFO TECH SPEC I	317,796	5.13	308,747	7.00	258,600	6.00	258,600	6.00
DIRECTOR LIBRARY DEV	61,332	1.00	62,559	1.00	62,556	1.00	62,556	1.00
LIBRARY CONSULTANT	81,159	1.84	93,673	2.00	174,240	4.50	174,240	4.50
DIRECTOR REF SERVICES	53,208	1.00	54,272	1.00	54,276	1.00	54,276	1.00
ADMINISTATIVE AIDE II	28,452	1.00	29,021	1.00	29,021	1.00	29,021	1.00
ADMINISTRATIVE AIDE III	155,628	5.01	160,935	6.00	158,739	5.00	158,739	5.00
DEP DIRECTOR FOR PUBLIC SRVCS	46,069	1.00	46,995	1.00	46,995	1.00	46,995	1.00

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
DIRECTOR-WOLFNER LIBRARY	54,864	1.00	55,961	1.00	55,961	1.00	55,961	1.00
COMP INFO TECH IV	25,535	0.47	0	0.00	55,368	1.00	55,368	1.00
SPECIALIST	128,242	3.41	115,314	3.00	117,784	3.00	117,784	3.00
SUPERVISOR I	14,952	0.50	30,502	1.00	31,608	1.00	31,608	1.00
SUPERVISOR II	34,356	1.00	35,043	1.00	35,043	1.00	35,043	1.00
TECH I	67,292	2.54	91,362	3.00	82,648	3.00	82,648	3.00
TECH II	634,845	23.12	726,040	31.00	715,366	31.00	715,366	31.00
TECH III	648,685	22.20	625,916	24.00	625,928	24.00	625,928	24.00
MANAGING EDITOR	43,488	1.00	44,358	1.00	44,352	1.00	44,352	1.00
ACCOUNTANT I	32,628	1.00	33,281	1.00	33,281	1.00	33,281	1.00
SUPERVISOR IV	159,663	4.00	161,862	4.00	163,452	4.00	163,452	4.00
ASSOCIATE EDITOR	32,052	1.00	32,693	1.00	32,688	1.00	32,688	1.00
COMPUTER INFO TECH SPEC II	0	0.00	84,821	1.00	62,316	1.00	62,316	1.00
TECH IV	66,996	2.00	70,688	3.00	68,328	2.00	68,328	2.00
SPECIAL COUNSEL	5,574	0.09	61,812	1.00	61,812	1.00	61,812	1.00
RESEARCH ANALYST I	150,883	4.81	213,793	8.00	218,365	7.00	218,365	7.00
SECURITIES OFFICE MANAGER	40,405	1.00	41,212	1.00	41,212	1.00	41,212	1.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	40,380	1.00	40,380	1.00
COMMUNICATIONS DIRECTOR	60,862	1.02	71,402	1.00	66,611	1.00	66,611	1.00
POLICY/COMMUNICATIONS ASST	16,439	0.55	34,137	1.00	62,184	2.00	62,184	2.00
RECEPTIONIST II	34,944	1.00	35,643	1.00	35,643	1.00	35,643	1.00
GRAPHIC ARTS SPECIALIST II	33,754	1.00	31,604	1.00	36,276	1.00	36,276	1.00
CHIEF OF STAFF	83,617	0.92	92,718	1.00	93,168	1.00	93,168	1.00
DIRECTOR OF INVESTOR EDUCATION	33,571	0.84	40,802	1.00	42,708	1.00	42,708	1.00
DIRECTOR OF ENFORCEMENT	85,344	1.00	87,051	1.00	87,051	1.00	87,051	1.00
DIRECTOR OF EXAMINATIONS	71,208	1.00	72,632	1.00	72,636	1.00	72,636	1.00
DIR REGISTRATION AND SEN CNSL	56,138	1.00	50,490	1.00	61,320	1.00	61,320	1.00
DEP DIR OF BUSINESS SERVICES	55,552	0.98	55,594	1.00	55,594	1.00	55,594	1.00
DEP DIR OF GOV & BUS RELATION	33,335	0.83	40,802	1.00	40,801	1.00	40,801	1.00
PRINC ASST FOR BOARDS & COMMS	38,928	1.00	39,707	1.00	39,707	1.00	39,707	1.00
SENIOR DEPUTY COUNSEL	65,504	1.08	130,564	2.00	106,128	2.00	106,128	2.00
SECURITIES SPECIALIST	29,629	0.93	32,448	1.00	31,812	1.00	31,812	1.00



# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
CHIEF COUNSEL	47,149	0.77	66,965	1.00	61,320	1.00	61,320	1.00
ELECTIONS OPERATIONS ADMIN	43,753	1.00	85,235	2.00	45,719	1.00	45,719	1.00
CURATOR OF EXHIBITS/SPEC PRJCT	49,128	1.00	50,111	1.00	50,111	1.00	50,111	1.00
HISTORICAL EDUCATOR	37,548	1.00	38,299	1.00	38,304	1.00	38,304	1.00
SUPERVISING ARCHIVIST	41,173	1.00	42,192	1.00	42,192	1.00	42,192	1.00
ELECTIONS SPECIALIST	132,232	3.39	113,930	3.00	113,930	3.00	113,930	3.00
MCVR ELECTIONS SPECIALIST I	37,405	1.01	38,152	1.00	38,152	1.00	38,152	1.00
MCVR ELECTIONS SPECIALIST II	44,808	1.00	45,704	1.00	45,704	1.00	45,704	1.00
STATISTICAL RESEARCH ANALYST	41,172	1.00	41,995	1.00	0	0.00	0	0.00
COMPUTER INFO TECH MANAGER I	66,750	1.00	68,085	1.00	71,088	1.00	71,088	1.00
ACCOUNTING SPECIALIST II	54,993	1.28	81,371	2.00	56,417	1.00	56,417	1.00
DEP. DIR. OF COMMUNICATIONS	38,292	1.00	41,212	1.00	38,328	1.00	38,328	1.00
PROGRAM MANAGER	53,208	1.00	54,272	1.00	54,276	1.00	54,276	1.00
IMAGING SERVICES MANAGER	41,940	1.00	42,779	1.00	42,779	1.00	42,779	1.00
DIGITAL COLLECTIONS COORD	26,213	0.63	42,779	1.00	0	0.00	0	0.00
PUBLICATIONS ASSISTANT	13,198	0.43	31,604	1.00	31,608	1.00	31,608	1.00
SPECIAL ASSISTANT	41,940	1.00	42,779	1.00	42,780	1.00	42,780	1.00
ACCOUNTING ANALYST II	84,226	2.00	84,774	2.00	86,376	2.00	86,376	2.00
DEPUTY COUNSEL	30,985	0.60	111,438	2.00	40,345	1.00	40,345	1.00
PROGRAM SPECIALIST	29,976	1.00	30,576	1.00	30,576	1.00	30,576	1.00
PARALEGAL	33,663	0.96	32,448	1.00	36,924	1.00	36,924	1.00
DEPUTY DIRECTOR OF PUBLICATION	16,991	0.40	43,782	1.00	0	0.00	0	0.00
DIR. OF CONSTITUENT SERVICES	42,818	1.00	43,856	1.00	43,860	1.00	43,860	1.00
SECURITIES ENFORCEMENT COUNSEL	105,070	2.28	165,806	5.50	158,066	5.50	158,066	5.50
SENIOR COMPLIANCE EXAMINER	43,440	1.00	44,309	1.00	44,309	1.00	44,309	1.00
INVESTIGATIONS MANAGER	48,984	1.00	49,964	1.00	49,968	1.00	49,968	1.00
CENTRAL SERVICES TECHNICIAN	64,944	2.00	66,243	2.00	66,243	2.00	66,243	2.00
CENTRAL SERVICES SUPERVISOR	39,780	1.00	40,576	1.00	40,576	1.00	40,576	1.00
ASST DIR FISCAL & FACILITIES	76,959	1.00	77,467	1.00	80,016	1.00	80,016	1.00
YOUTH SVS LIBRARIAN/CONSULTANT	38,928	1.00	19,853	0.50	0	0.00	0	0.00
PERSONNEL OFFICER II	45,756	1.00	46,671	1.00	41,340	1.00	41,340	1.00
DEP CHF OF STAFF (ELEC/IT)	90,073	1.00	87,051	1.00	98,988	1.00	98,988	1.00

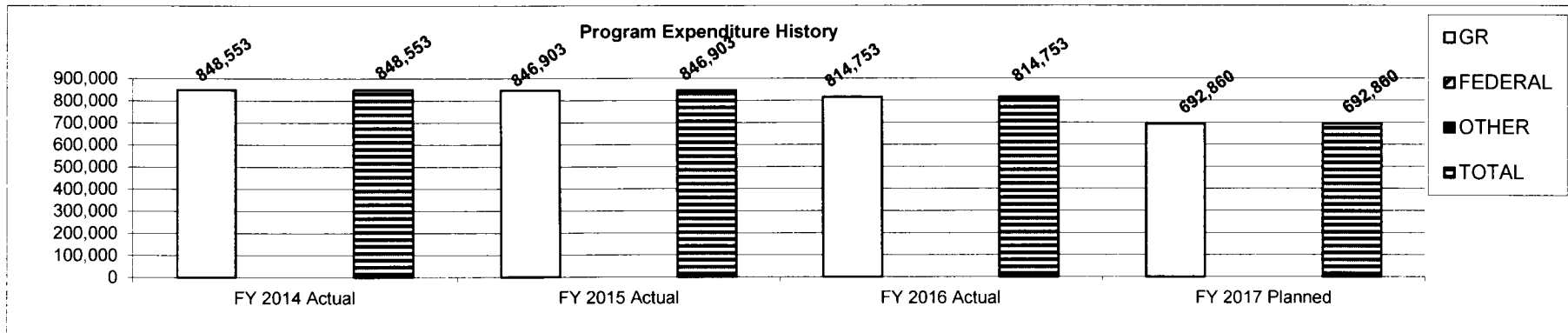
# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
ACCOUNTING GENERALIST I	3,302	0.08	0	0.00	40,448	1.00	40,448	1.00
<b>TOTAL - PS</b>	<b>9,275,591</b>	<b>229.29</b>	<b>10,337,589</b>	<b>269.30</b>	<b>10,337,589</b>	<b>269.30</b>	<b>10,337,589</b>	<b>269.30</b>
TRAVEL, IN-STATE	37,586	0.00	104,154	0.00	104,154	0.00	104,154	0.00
TRAVEL, OUT-OF-STATE	14,762	0.00	26,834	0.00	26,834	0.00	26,834	0.00
FUEL & UTILITIES	0	0.00	5	0.00	5	0.00	5	0.00
SUPPLIES	593,231	0.00	828,737	0.00	848,737	0.00	848,737	0.00
PROFESSIONAL DEVELOPMENT	77,997	0.00	130,790	0.00	130,790	0.00	130,790	0.00
COMMUNICATION SERV & SUPP	158,608	0.00	235,222	0.00	235,222	0.00	235,222	0.00
PROFESSIONAL SERVICES	599,369	0.00	1,777,821	0.00	777,821	0.00	777,821	0.00
HOUSEKEEPING & JANITORIAL SERV	4,450	0.00	3,875	0.00	3,875	0.00	3,875	0.00
M&R SERVICES	1,620,565	0.00	1,092,080	0.00	1,892,080	0.00	1,892,080	0.00
COMPUTER EQUIPMENT	508,085	0.00	750,310	0.00	750,310	0.00	750,310	0.00
MOTORIZED EQUIPMENT	67,074	0.00	47,436	0.00	47,436	0.00	47,436	0.00
OFFICE EQUIPMENT	15,579	0.00	122,514	0.00	102,514	0.00	102,514	0.00
OTHER EQUIPMENT	199,776	0.00	39,858	0.00	139,858	0.00	139,858	0.00
PROPERTY & IMPROVEMENTS	39,410	0.00	8,023	0.00	58,023	0.00	58,023	0.00
BUILDING LEASE PAYMENTS	31,727	0.00	20,342	0.00	70,342	0.00	70,342	0.00
EQUIPMENT RENTALS & LEASES	2,774	0.00	48,850	0.00	48,850	0.00	48,850	0.00
MISCELLANEOUS EXPENSES	8,942	0.00	30,061	0.00	30,061	0.00	30,061	0.00
<b>TOTAL - EE</b>	<b>3,979,935</b>	<b>0.00</b>	<b>5,266,912</b>	<b>0.00</b>	<b>5,266,912</b>	<b>0.00</b>	<b>5,266,912</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	42,895	0.00	45,001	0.00	45,001	0.00	45,001	0.00
<b>TOTAL - PD</b>	<b>42,895</b>	<b>0.00</b>	<b>45,001</b>	<b>0.00</b>	<b>45,001</b>	<b>0.00</b>	<b>45,001</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$13,298,421</b>	<b>229.29</b>	<b>\$15,649,502</b>	<b>269.30</b>	<b>\$15,649,502</b>	<b>269.30</b>	<b>\$15,649,502</b>	<b>269.30</b>
<b>GENERAL REVENUE</b>	<b>\$8,922,863</b>	<b>188.06</b>	<b>\$8,978,738</b>	<b>205.76</b>	<b>\$8,978,738</b>	<b>205.76</b>	<b>\$8,978,738</b>	<b>205.76</b>
<b>FEDERAL FUNDS</b>	<b>\$513,039</b>	<b>11.74</b>	<b>\$760,353</b>	<b>12.80</b>	<b>\$760,353</b>	<b>12.80</b>	<b>\$760,353</b>	<b>12.80</b>
<b>OTHER FUNDS</b>	<b>\$3,862,519</b>	<b>29.49</b>	<b>\$5,910,411</b>	<b>50.74</b>	<b>\$5,910,411</b>	<b>50.74</b>	<b>\$5,910,411</b>	<b>50.74</b>

## PROGRAM DESCRIPTION

Department Secretary of State  
 Program Name Administrative Services  
 Program is found in the following core budget(s) Operating Core

1. **What does this program do?**  
 This core request is to allow continued service to the agency for financial, facilities, and central services.
2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**  
 Financial and Procurement authority is derived from Chapter 33 and 34, RSMo, and the agreements entered into between this office and the Office of Administration.
3. **Are there federal matching requirements? If yes, please explain.**  
 No
4. **Is this a federally mandated program? If yes, please explain.**  
 No
5. **Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Please note: Publications Division was moved to Executive Services in FY16; however, no overall increase to core.

6. **What are the sources of the "Other " funds?**
- 7a. **Provide an effectiveness measure.**

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, and fleet management at the current level for the Office of the Secretary of State would not be possible.

## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Administrative Services

Program is found in the following core budget(s) Operating Core

**7b. Provide an efficiency measure.**

The process of ordering and distributing office supplies is centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, five employees located in the field were assigned fleet vehicles that previously were being reimbursed at the standard mileage rate or renting a vehicle. This increased the use of these cars, while decreasing mileage paid to these employees.

**7c. Provide the number of clients/individuals served, if applicable.**

The Administrative Services Division not only provides support to all the staff of the SOS, they also provide support to all grant recipients, such as the local libraries and local election authorities.

**7d. Provide a customer satisfaction measure, if available.**

Average invoice turn-around time is 14 days or less from date of invoice to payment, depending upon whether federal funds are involved and a drawdown is required before payment may issue. The mail is delivered on time, the storeroom is stocked to address agency-wide needs, and the fleet is safely maintained and scheduled.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Executive Services

**Program is found in the following core budget(s):** Operating Core

**1. What does this program do?**

This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of Agency programs and the productive coordination of the various divisions. This includes the creation and definition of policy and the direction for implementation of these policies. Priority outcomes are:

- 1) Continue to provide leadership and expertise in business and information systems to state and local governments. This will be accomplished by continued strategic planning, coordination with other government agencies, and the commitment of resources to achieve the planned objectives.
- 2) Enhance information access for governmental and constituent customers.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

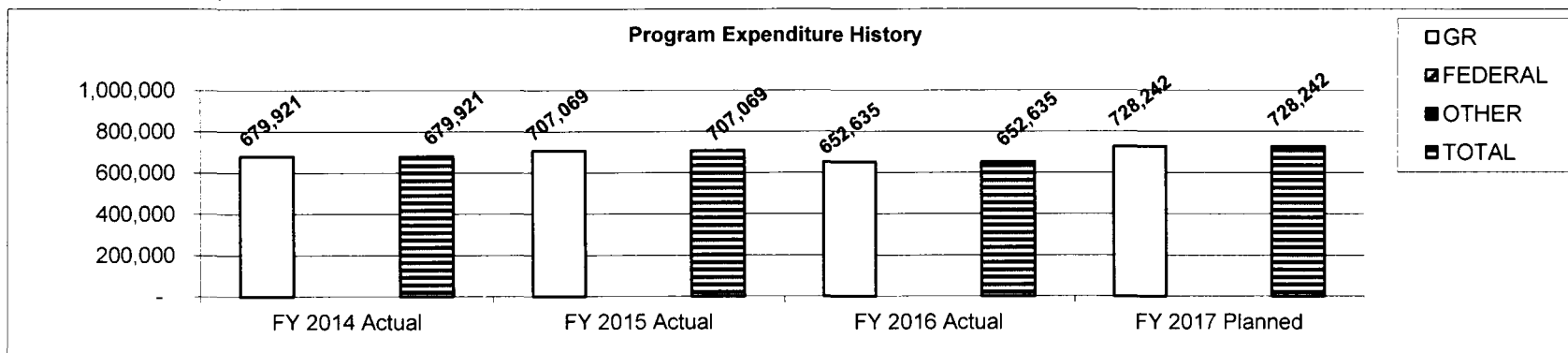
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**Please note:** Publication Division was moved to Executive Services in FY16; however, no overall increase to core.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Executive Services

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

None

**7b. Provide an efficiency measure.**

None

**7c. Provide the number of clients/individuals served, if applicable.**

The number of clients/individuals served are the budgeted FTE, as well as any prospective employees.

Publications distributed to the General Assembly, schools, and the public were: General Assembly Roster, Missouri Roster, Missouri Constitution, and Great Seal Sheets.

**7d. Provide a customer satisfaction measure, if available.**

None available

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Operating Core

**1. What does this program do?**

The Elections Division of the Office of the Secretary of State has identified several strategic issues and numerous goals that affect its core delivery of services. These include: 1) Preparing for and assisting local election authorities in conducting fair and orderly elections; planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiatives, resolutions and referendums; reporting, counting and certifying election results; and meeting the requirements of the Help America Vote Act of 2002. 2) Providing quality customer service: Delivering responsive and timely service to meet increasing demand for answers to elections -related questions from local election authorities, elected officials, and the public; and maintaining statutory compliance in providing services to state and to local governments. 3) Enhancing information access: Maintaining statewide voter registration database and processing documents to make them accessible to the public when requested through this or other offices. 4) Providing enhanced opportunity to vote: Continuing to work with counties and state and federal agencies to implement the requirements of the National Voter Registration Act and Help America Vote Act; working to increase voter registration through public service announcements; evaluating existing election laws and suggesting any changes that could increase voter participation while maintaining election integrity. 5) Educate the public, government officials, and local election authorities about the elections process: Publishing various election materials; and participating in election conferences and speaking on issues of general applicability.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 115 and 116 of the Missouri Revised Statutes and federal law including the National Voter Registration Act and the Help America Vote Act.

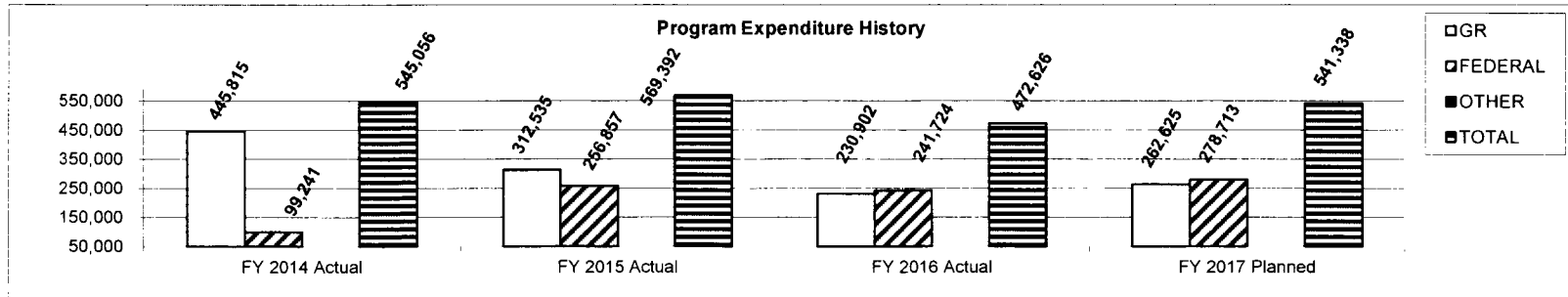
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Elections

Program is found in the following core budget(s) Operating Core

6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

The number of registered voters and voter registration applications fluctuate from year to year. As of August 1, 2016 there were 4,098,134 registered voters. The Office of the Secretary of State mailed the following number of voter registration applications by calendar year:

2012 - 463,983

2013 - 118,112

2014 - 198,997

2015 - 159,238

The number of National Change of Address mailings by fiscal year:

2012 - 390,000

2013 - 225,225

2014 - 238,359

2015 - 255,825

7b. Provide an efficiency measure.

An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours.

7c. Provide the number of clients/individuals served, if applicable.

116 local election authorities and thousands of prospective registered voters and callers requesting information.

7d. Provide a customer satisfaction measure, if available.



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s)** Operating Core

### 1. What does this program do?

The Records and Archives Division is comprised of the following three divisions:

**Archives:** The Missouri State Archives is the official repository for Missouri's records of permanent historical value. Among its holdings are land records from Missouri's colonial, territorial, and early statehood periods; the Missouri State Constitutions; the Journals of the Missouri House and Senate; Supreme Court of Missouri case files; State Appeals Court case files; Circuit and Probate Court case files; and records for Missouri counties. As the home of the state's permanently valuable records, the Missouri State Archives identifies, collects, preserves, and makes available to government officials, historians, students, family historians, and other researchers the permanent and historically significant records of Missouri.

**Records Management:** Records Management directs the efficient and effective management of the official records of state government agencies by establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value; the prompt and orderly destruction of records no longer possessing sufficient value to warrant their future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during their retention. The program evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state agencies.

**Local Records:** Through consultations, inventories, records processing projects and a competitive grant program, Local Records works with public officials to preserve the permanent and historically significant records of their offices. These local records are vital to the citizens of Missouri, documenting everything from marriages and property ownership to education and government expenditures. In addition, the program provides professional guidance on managing current records; everything from proper housing and storage of records to final disposition through the implementation of Local Records generated retention schedules.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109 and dedicated funding for Local Records from Recorder of Deeds user fees in RSMo 59.319 (3)

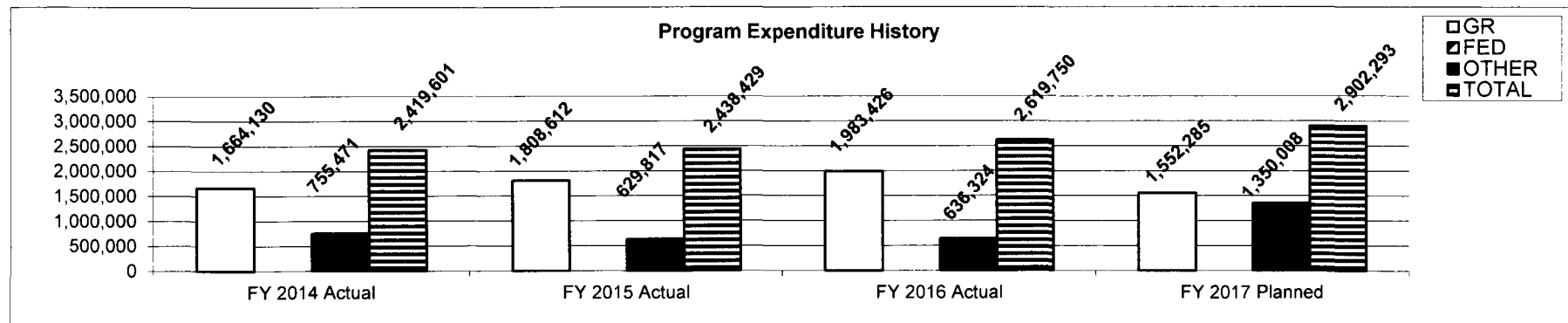
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s)** Operating Core

**6. What are the sources of the "Other " funds?**

Local Records Preservation Program (0577)

**7a. Provide an effectiveness measure.**

Archives: In FY16, the Missouri State Archives responded to 22,170 information requests. Of these, 1,884 were first-time customers. The Archives website had 18,232,378 hits in FY16.

Records Management Imaging Services:

Images Microfilmed

Images Scanned

FY14	FY15	FY16	FY17 Projected
3,480,358	2,900,985	2,315,480	2,000,000
2,017,703	1,483,778	3,049,715	2,500,000

**7b. Provide an efficiency measure.**

Records Management:

Records Center retrievals/filings

FY14	FY15	FY16	FY17 Projected
91,973	96,116	103,997	95,000

Local Records:

Projects

85	85	85	98
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## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s)** Operating Core

**7c. Provide the number of clients/individuals served, if applicable.**

Archives:

The statistics in section 7a include all mail, email, telephone, in person, and website customers.

Records Management: State government units storing records in State Records Center with staff statistics.

	FY14	FY15	FY16	FY17 Projected
Agency units storing records in Records Center	416	386	384	380
Records Center total retrievals/filings	91,973	96,116	103,997	95,000
Records Center new box filings	32,711	25,681	27,957	30,000
Records Center boxes destroyed	2,193	11,615	13,079	12,000

Local Records: Core clients are all local government entities in Missouri including: 114 counties; 860 municipalities; 523 school districts; county, municipal, circuit, and probate clerks; recorders of deeds and collectors; and public school administrators.

**7d. Provide a customer satisfaction measure, if available.**

In FY16 Missouri State Archives Website was named by "Family Tree Magazine" as one of the '101 Best Genealogy Websites' for the 13th year in a row.

## PROGRAM DESCRIPTION

**Department Secretary of State**

**Program Name** Administrative Rules/Legal Services

**Program is found in the following core budget(s)** Operating Core

**1. What does this program do?** See response to question 2

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Administrative Rules Division is required by statute, Chapter 536 RSMo, to accept rule filings, edit the filings, and then publish them in the *Missouri Register* and the *Code of State Regulations* for the 191 state agencies/entities that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the Governor. The Division publishes rule material six times per month which includes two (2) paper and two (2) Internet publications of the *Missouri Register* and one (1) paper and one (1) Internet publication of the *Code of State Regulations*. The Administrative Rules Division has implemented several features on the SOS homepage to assist in rulemaking such as: allowing state agencies to download current rules as word documents for use in amending current rules; providing fillable rulemaking forms/templates on-line; permitting agencies to email electronic copies of proposed rule text changes to SOS; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. This Division routinely answers questions from agencies and the public regarding filing rules and has published and maintains an updated rule manual containing uniform standards and procedures for use in making rule filings, *Rulemaking 1-2-3*. Division staff also assist agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, the Administrative Rule Division offers classes to any agencies/entities in how to prepare and make rule filings.

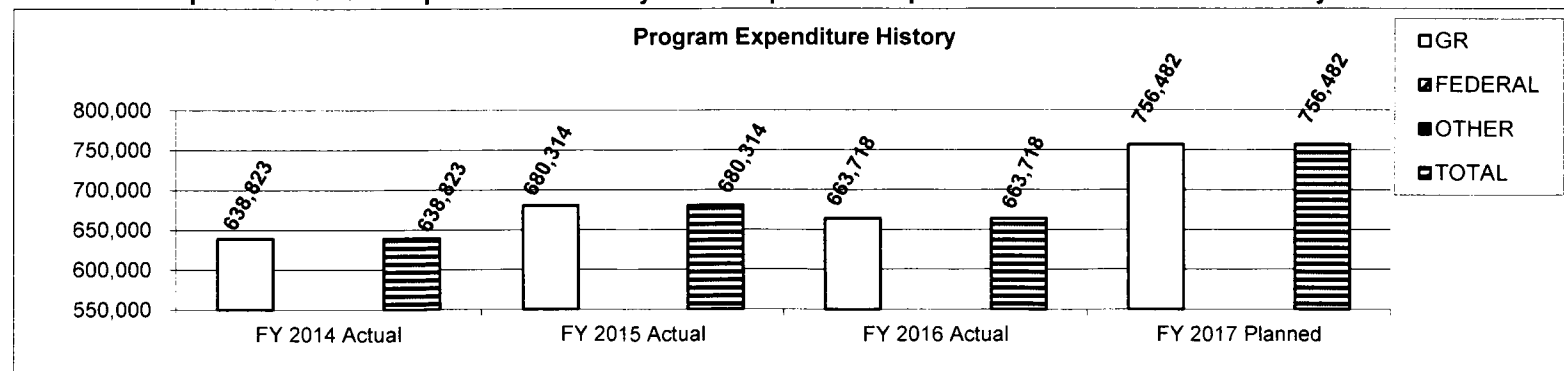
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Administrative Rules/Legal Services

Program is found in the following core budget(s) Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Our primary effectiveness measure is continuing the timely processing of monthly publications without additional staff and little or no overtime. For the 2016 fiscal year, Ad Rules processed the following:

78 Emergency rules

394 Proposed rules

433 Orders of Rulemaking

75 In Additions

14 Executive Orders

194 Dissolutions and other filings were filed with our Division, for a total of 1210 total filings published. In fiscal year 2016, 1934 pages of *Missouri Register* and 2618 pages of *Code* were published. From July 1, 2016 through September 1, 2016, the Division has received 8 Emergency rule(s); 71 Proposed rules; 40 Orders of Rulemaking; 10 In Additions; 3 Executive Orders; 35 Dissolutions and 4 Other filings to

**7b. Provide an efficiency measure.**

The above was accomplished without adding any additional staff.

**7c. Provide the number of clients/individuals served, if applicable.**

Administrative Rules serves 191 state agencies/entities, who may have numerous rulemakers. Anyone interested in rulemaking may also access our website which has an electronic copy of the Rulemaking 1-2-3 manual, rulemaking forms, copy text for amending rules, and a timeline calculator for tracking key dates. An up-to-date copy of the *Missouri Register* and *Code* is also on our website.

**7d. Provide a customer satisfaction measure, if available.**

The Secretary of State's Office has received positive emails and written compliments regarding improvements to the Administrative Rule Division web page and its rulemaking classes. The Division of Administrative Rules offers in person rulemaking classes for all agencies upon request. From July 1, 2015 through September 1, 2016 numerous classes were requested and rulemaking training was conducted including classes with the State Auditor's Office; Department of Insurance; Department of Social Services, MoHealthNet; State Board of Registration for the Healing Arts; Department of Natural Resources, Division of Geology and Land Survey; Department of Natural Resources, Water Control; Missouri Public Defender Commission; and Office of Missouri Secretary of State, Securities Division. Positive comments have been received from the attendees of this training that the Departments and Commission found the training beneficial.

## PROGRAM DESCRIPTION

**Department** Secretary of State  
**Program Name** Securities Division  
**Program is found in the following core budget(s)** Operating Core

**1. What does this program do?**

The Securities Division provides investor protection to the citizens of Missouri through the administration and enforcement of the Missouri Securities Act of 2003 and the Model Commodities Code. Enforcement includes investigations, issuance of subpoenas, issuance of administrative orders prohibiting violations, the commencement of civil actions in circuit court and referrals of criminal matters to state and federal prosecutors. Administration includes the registration of broker-dealers, their agents, investment advisers and their representatives, the registration of securities, and the notice-filing of federal-covered securities and state exemptions from registration. Investor Education includes the preparation and printing of education materials for seminars, presentations and other public events and funding for financial education in elementary and high schools.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo., and 2003 Model Commodities Code, 409.800 et seq., RSMo.

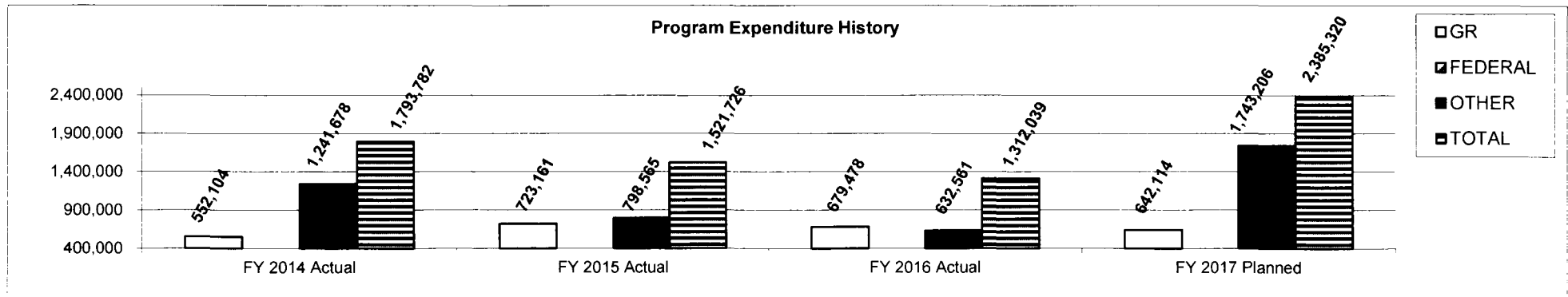
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

<b>Department</b> Secretary of State				
<b>Program Name</b> Securities Division				
<b>Program is found in the following core budget(s)</b> Operating Core				
<b>6. What are the sources of the "Other " funds?</b>				
Investor Education and Protection Fund (0829)				
<b>7a. Provide an effectiveness measure.</b>				
Measuring the effectiveness of law enforcement is difficult. Stronger investor protection should result in a lower percentage of complaints involving fraud and unregistered activity.				
<b>7b. Provide an efficiency measure.</b>				
Measuring the efficiency of law enforcement is difficult. Law enforcement is more efficient with increased case analysis and prompt action.				
<b>7c. Provide the number of clients/individuals served, if applicable.</b>				
	<b>CY 2012</b>	<b>CY 2013</b>	<b>CY 2014</b>	<b>CY 2015</b>
Registered securities sellers/advisers				
- Broker-dealers	1,652	1,628	1,596	1,593
- Broker-dealer agents	126,182	131,186	136,139	143,238
- Investment advisers-registered	369	374	381	383
- Federal Advisers-notice filed	1,185	1,230	1,274	1,311
- Investment adviser representatives	9,124	9,478	10,029	10,360
Registered securities offerings	46	41	49	49
Federal covered securities notice-filings	2,773	2,775	1,546	2,975
State exemption notice-filings	31	35	17	17
	<b>CY2012</b>	<b>CY2013</b>	<b>CY 2014</b>	<b>CY 2015</b>
Enforcement investigations opened	107	86	99	115
BDIA examinations/audits	141	104	96	104
Administrative enforcement orders	32	16	21	51
Prison sentences ordered from Securities Referrals (in years)	6 yrs 6 mth & 5 yrs probation	119 yrs 7 mth & 16.5 yrs probation	10 yrs 3 mth & 6 yrs probation	27 yrs 6 mth
Victim restitution orders	16	5	6	29
Amount of restitution ordered	\$ 11,519,680.92	\$53,161,422.00	\$6,820,019.88	\$19,101,732.33
<b>7d. Provide a customer satisfaction measure, if available.</b>				

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Business Services

**Program is found in the following core budget(s)** Operating Core

### 1. What does this program do?

The Business Services Division is comprised of four business units: Corporations, Uniform Commercial Code (UCC), Commissions, and the Safe at Home Program. Corporations is responsible for receiving, filing and maintaining all business and corporate filings that are required by law, as well as handling service of process and filing and maintaining trademark and service mark registrations. UCC is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law. Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; processing certifications and apostilles for international documents; and handling foreign extraditions. The Safe at Home Program is an address confidentiality program which provides survivors of sexual assault, rape, stalking, human trafficking, and domestic violence a substitute mailing address to use on new records they create with state agencies, local government agencies, and the courts.

Each work area is responsible for answering customer inquiries timely and accurately whether by phone, in person, or through correspondence with the office. Business Services has field offices in St. Louis, Kansas City, and Springfield.

All filings in UCC and Corporations unit utilize the software called SystemWORKS. Nearly all corporate filings may be filed online through our new system, as well as all UCC filings.

The Business Services Division also efficiently serves customers through access to business records and images 24 hours a day, seven days a week through the Secretary of State's web site.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Statutes 28, 274, 347, 349, 351, 352, 354, 355, 356, 357, 358, 359, 362, 375, 380, 388, 394, 400, 417, 486, 506 and 589

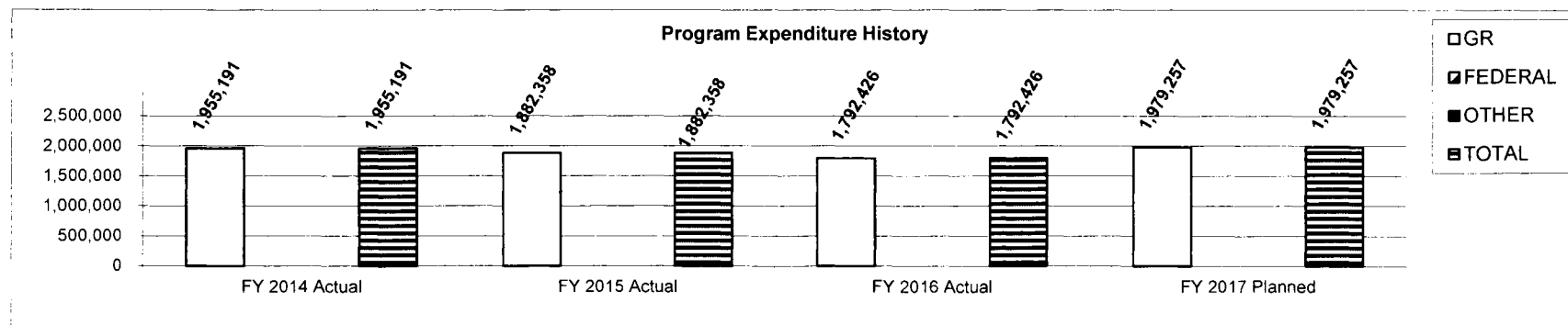
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.





## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Business Services

**Program is found in the following core budget(s)** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

The Business Services Division tracks turn-around time for all documents processed. Newly introduced online services now provide customers the ability to instantly file most documents. Average processing time for paper documents is 2-5 days or less. Walk-in customers receive immediate processing of their documents, with only a few exceptions that need more specialized review. Mail for *Safe at Home* participants is processed and sent out to the participants the same day as received.

**7b. Provide an efficiency measure.**

Business Filings FY2016		
Online Filings	Paper Filings	Total
216,415	83,306	299,721

UCC Filings FY2016		
Online Filings	Paper Filings	Total
154,758	10,768	165,526

**7c. Provide the number of clients/individuals served, if applicable.**

The Business Services Division processes approximately 900,000 documents annually (includes notary, service of process, trademarks/service marks, certificate requests, and all accepted and rejected corporate filings). For FY2016, the Division's average 8,500 unique visitors accessing the Division's website every day and almost 300 individuals visited our offices every week. The Safe at Home program continues to grow as over 3,420 participants have been served by the Safe at Home Address Confidentiality Program since the program began in 2007.

**7d. Provide a customer satisfaction measure, if available.**

In May 2014, our Division conducted a short online customer survey and 429 customers responded. Customers were asked to rate our services on a scale of 1-5, with 5 indicating "most satisfied." Over 90% rated the Division's overall quality of service a 4 or a 5, and 75% provided a 4 or 5 when asked to compare their experience with the Division compared to other state agencies.

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Information Technology Division

**Program is found in the following core budget(s)** Operating Core

### 1. What does this program do?

The Secretary of State (SOS) Information Technology Division provides a full range of information systems management services to all sections of the Office of Secretary of State. Specific network infrastructure services provided to the Office of the Secretary of State include basic help desk support; desktop, notebook and other computer peripheral installation, maintenance and management; printer installation management and maintenance; network design, installation, management and security, including routers, switches, firewalls and intrusion detection systems; and server installation, administration and management. Specific information system management services provided to the Office of Secretary of State include information system and business process analysis and design; information system development and maintenance; project management; and disaster recovery and business continuity planning. Additionally, the SOS Information Technology Division is responsible for the development, maintenance and management of the Internet, intranet, and extranet presence of the Office of Secretary of State. SOS Information Technology Division works in cooperation with the SOS Elections Division to provide oversight and management of a centralized voter registration system to the local election authorities of each election jurisdiction in the State of Missouri.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 28.160

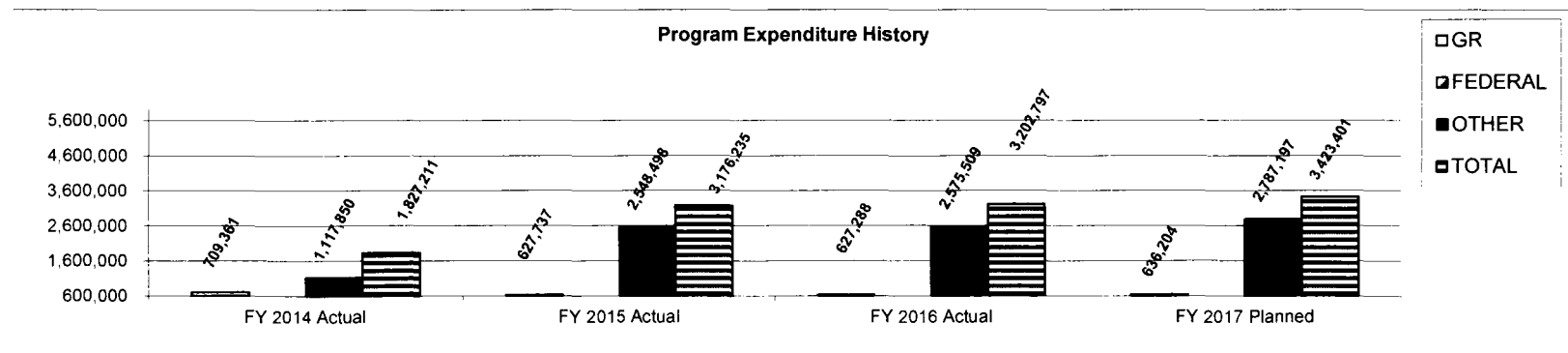
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other " funds?

Secretary of State Technology Trust Fund (0266)

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Information Technology Division

**Program is found in the following core budget(s)** Operating Core

**7a. Provide an effectiveness measure.**

The following measures have been identified as important in determining, managing and improving the overall effectiveness of services delivered.

	Actual
Network Availability	99.87%
Service Request Ticket Volume	238/month
Number of Completed Projects/Initiatives	41

**7b. Provide an efficiency measure.**

The following measures have been identified as important in determining, managing and improving the overall efficiency of services delivered.

	Actual
Service Request Ticket Turnaround Time (Avg)	3 hr 49 min

**7c. Provide the number of clients/individuals served, if applicable.**

The SOS Information Technology Division supports all SOS staff as well as the Local Elections Authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services.

SOS Staff	240
Local Elections Authorities and Staff	1200
System transactions completed by citizens or businesses	>5,000,000

**7d. Provide a customer satisfaction measure, if available.**

Customer satisfaction is an important measure in validating the overall effectiveness and efficiency of our operation and the services provided. Satisfaction measures include over 99% website availability.

## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Library Services

Program is found in the following core budget(s) Operating Core

### 1. What does this program do?

The State Library works to improve library service throughout Missouri and for state government. It provides leadership and expertise in library and information services, promotes the establishment and development of stronger libraries, and maintains quality library service to the legislature and the executive branch agencies as well as other state and local governments.

#### Reference Services

The Reference Services Division of the Missouri State Library provides research services to Missouri state government employees, executive branch agencies, and members of the Missouri General Assembly. Resources used to provide these services include searchable collections of electronic journals, newspapers, and e-books, as well as print books, journals, and federal and state government publications. Reference Services also provides training to Missouri state government employees on the division's resources, compiles news articles about Missouri state government from ten Missouri newspapers for inclusion in *Keeping Up*, maintains a digital library of Missouri state government publications, and contributes to MOBIUS, a statewide library consortium. Also, as a member of a global partnership of libraries and research institutions, Reference Services borrows materials for state employees from institutions across the world.

#### Library Development

The Library Development Division of the Missouri State Library distributes state aid, federal and private grant funds and provides literacy and technical assistance, training and continuing education, and administrative guidance to local libraries. These programs strengthen and expand the quality and availability of library services appropriate to meet the educational, cultural, workforce, personal and social development needs of Missourians, particularly persons with difficulty using the library, those in underserved rural and urban areas, and those with limited functional literacy or information skills. Particular focus is given to assisting libraries in expanding early literacy activities to ensure children have the skills they need to learn to read; summer reading programs to ensure children retain their reading skills over the summer; resource sharing among libraries so that all library users can make use of materials in any library in the state; and technology assistance for the equipment and internet access needed to access information, support education, and apply for jobs.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo Ch181; Mo Constitution, Article X, Section 10. Library Services and Technology Act; Public Law 104-298, as amended.

### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

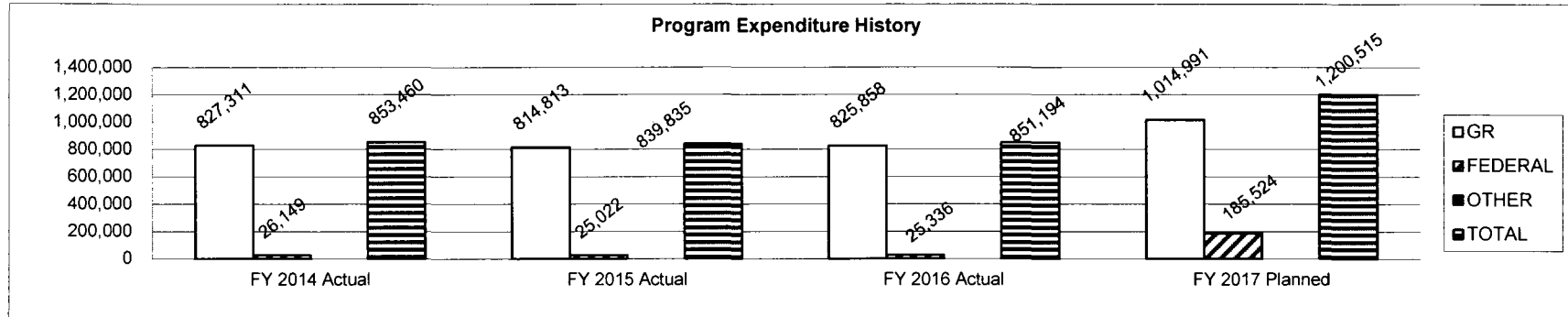
## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Services

**Program is found in the following core budget(s)** Operating Core

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

**Reference Services**

80,043 - hits for Governor's Executive Orders on website in FY16. Reference Services is unique in offering not just the text but the images of executive orders covering more than three decades.

2,212 - number of print items checked out in FY16

6,144 - (estimated) - articles evaluated for *Keeping Up* in FY16.

1,368 - digital state government documents added in FY16 for a total of approximately 6,000 digital state government documents in Internet Archive in FY16.

**Library Development**

**Federal Grants Awarded**

The LSTA 2008-2012 plan evaluation showed 72% of public libraries consider federally-funded grant opportunities as Very Important or Critical in being able to serve patrons well.

Population Served	FY2014	FY2015	FY2016
	5,470,525	5,476,144	5,476,144

Federal Grants Awarded	FY2014	FY 2015	FY2016
	156	207	185

## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Library Services

Program is found in the following core budget(s) Operating Core

### **Resource Sharing Statistics**

Loans filled and requested by Missouri public libraries. Requests could be filled by libraries of all types in Missouri and beyond. Includes loans requested and filled through OCLC and Missouri Evergreen consortium.

Interlibrary Loans	FY2015	FY2016
Requested	291,348	252,201
Filled	231,420	280,447

### **7b. Provide an efficiency measure.**

#### **Reference Services Statistics**

##### *Database cost/usage*

\$26,982/152,959=\$0.18 – database cost per use (includes searches) for seven database subscriptions are purchased for use by state employees.

##### *Interlibrary loan*

931 - Number of state employee interlibrary loan requests handled in FY16. 91% of those requests were for articles.

124 - Number of items in Reference Services' collections loaned to patrons of other libraries and research institutions.

18 - Average number of clock hours to fill an inter-library material request from another library or research institution. Institutions which filled requests for Reference Services' patrons averaged a 69-hour turnaround time.

#### **Library Development**

The LSTA 2008-2012 plan evaluation conducted by an independent evaluator showed that the Library Development Division of the Missouri State Library is a strong and vital resource for Missouri's citizens in that Library Development staff 1) conducts qualitative assessment on an ongoing basis to monitor progress toward meeting Plan goals; 2) strives to find innovative ways to tie staff training to local program development and implementation; 3) encourages use of technology to strengthen services; and 4) continues to search for ways to improve library services in underserved areas.

### **7c. Provide the number of clients/individuals served, if applicable.**

#### **Reference Services statistics**

3,068 - Number of Keeping Up subscribers

2,951 - Number of Missouri State Library cardholders

976 - Number of cardholders who also subscribe to Keeping Up

370,009 - Visitors to Reference Services pages

#### **Library Development statistics**

##### **State Aid to Public Libraries**

Eligible library districts, per FY

Population of library districts

State Aid funds distributed

FY2014	FY2015	FY2016
165	166	166
5,470,525	5,476,144	5,476,144
\$3,504,001	\$3,504,001	\$723,776

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Services

**Program is found in the following core budget(s)** Operating Core

### Summer Reading Club

Children's summer reading club participants

Teen summer reading club participants

	2014	2015*	2016**
Children's summer reading club participants	226,087	168,457	157,366
Teen summer reading club participants	61,483	29,492	25,484

\*Note a large library system changed its tradition summer reading program to an online version which greatly impacted the participant count.

\*\*Note two large library systems had branches closed due to renovation.

### 7d. Provide a customer satisfaction measure, if available.

#### Reference Services statistics

State government employees are provided instruction classes on effective use of the library's digital research tools, which contain journal articles, ebooks, reports and data crucial to their work.

#### Customer satisfaction from Reference Services' classes

**428** - The number of state employees who attended the 31 classes and presentations Reference Services provided in FY16.

**81%** - The percentage of classes that were directly requested by employees of the House of Representatives, the Gaming Commission, the Departments of Agriculture, Health and Senior Services, Mental Health, Natural Resources, Social Services, Economic Development, Labor, and Conservation.

**100%** - The percentage of class attendees surveyed who either agreed or strongly agreed that the classes were helpful and effective, the instructor was knowledgeable and effective, and that the content presented in class would help improve their job performance.

#### Library Development

Training sessions

Attendance

FY2014	FY2015	FY2016
325	440	603
1,869	2,449	2,610

\*\*Please note, the State Library provided access to new online continuing education services in FY2015.

Library staff give consistently high ratings to training provided, whether in person or online.

Surveys results from the LSTA FY2008-2012 evaluation show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri certified as unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 265,000 volumes of different formats: large-print, Braille, audio cassettes, digital cassettes, games, and magazines. Wolfner Library staff also facilitate patron downloading of digital books from BARD, a national repository of talking books for eligible citizens. The library also provides the necessary players (cassette and digital) for using the recorded materials. The current machine collection (both circulating and in-house) numbers in excess of 50,000 items. Books, magazines and machines are mailed to and from library patrons, wherever they reside in the state, at no charge to the user. Currently, over 13,000 Missourians are registered to use Wolfner Library services. This represents about 10% of eligible Missouri citizens. Our goal is to increase that to 15%, through an energized outreach program. The Wolfner Recording Studio produces recorded books with Missouri connections and makes them available for circulation or for download on BARD, making the Wolfner collection accessible to patrons nation-wide. Recording is done by volunteers; the actual audio books are created by Wolfner staff. Wolfner produces approximately 50 titles each year.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 181.065 and PL 89-522

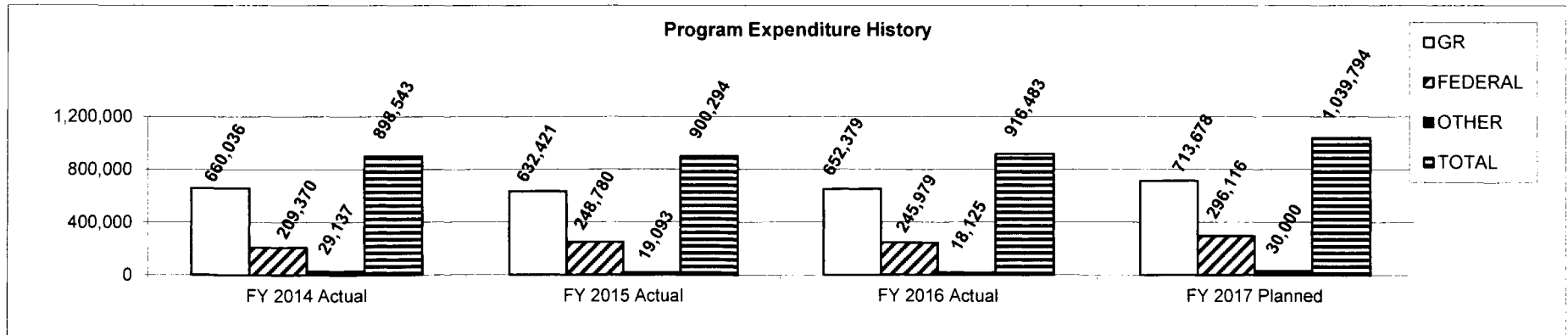
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

Public Law 89-522 establishes a national program to provide library service to everyone in the United States who cannot use standard print. Each state provides services to the blind and physically disabled under the direction of the National Library Service.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.





**PROGRAM DESCRIPTION**

**Department:** Secretary of State

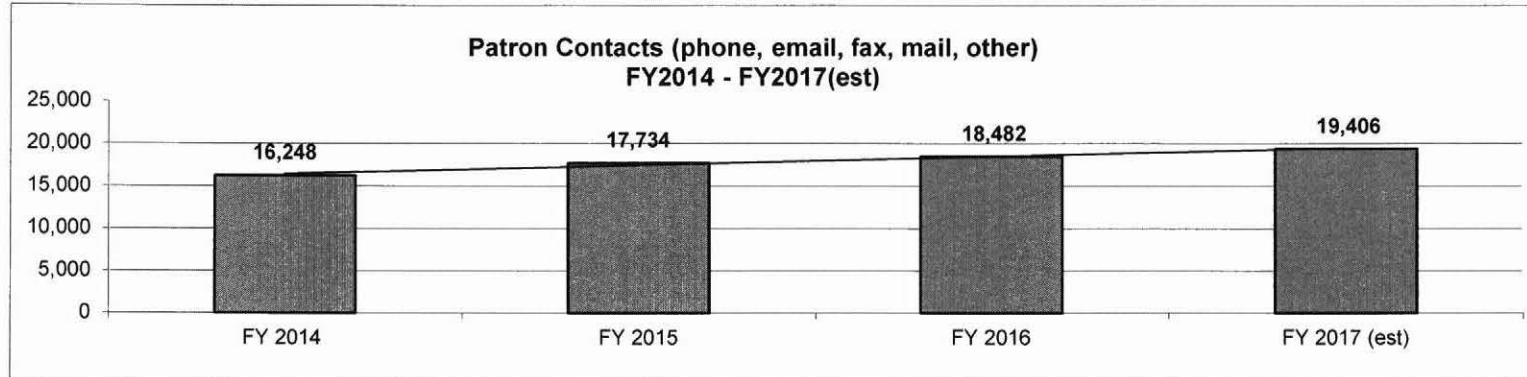
**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

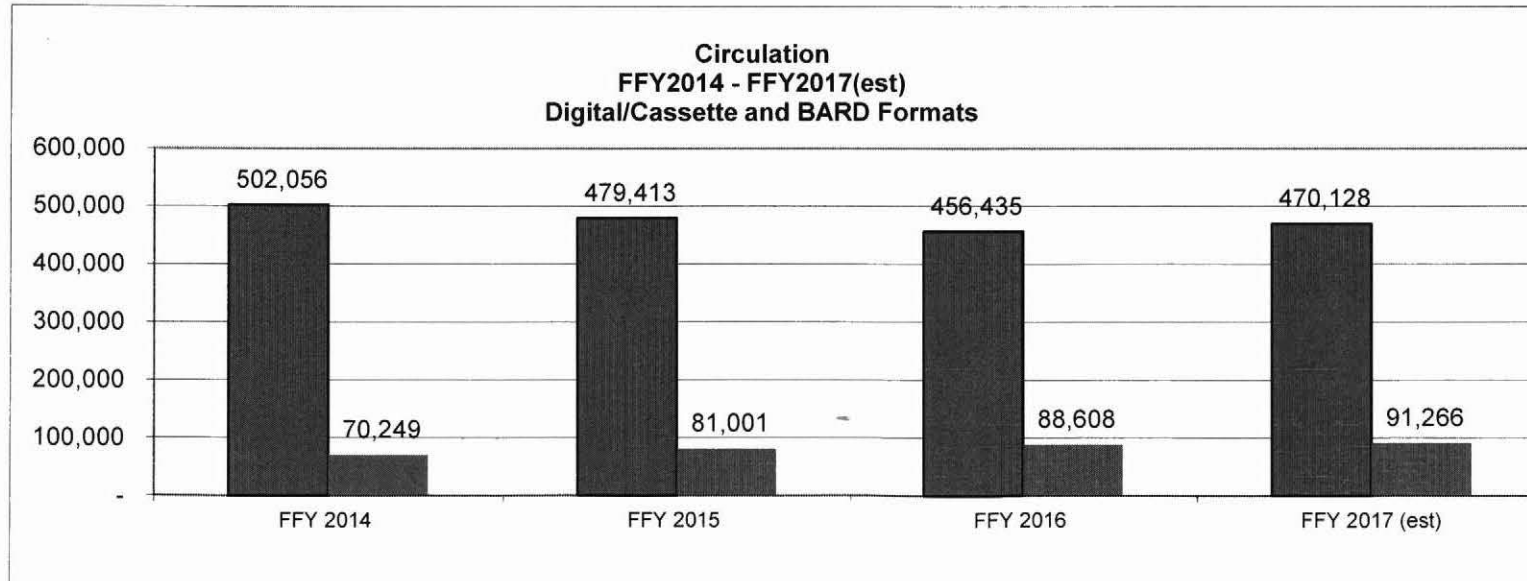
**6. What are the sources of the "Other " funds?**

Wolfner Library Trust Fund (0928)

**7a. Provide an effectiveness measure.**



**7b.**



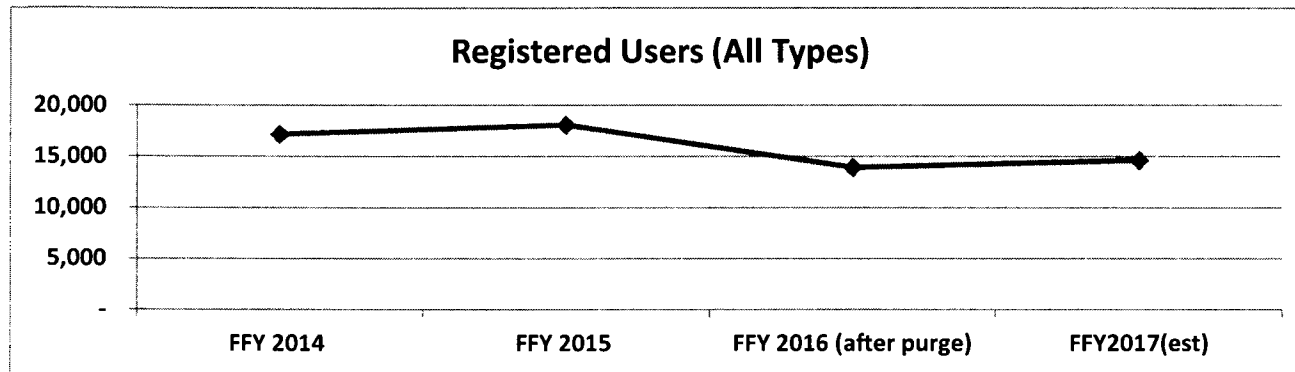
**PROGRAM DESCRIPTION**

**Department:** Secretary of State

**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

**Wolfner Library Patron Survey**

Wolfner conducted a patron survey in 2015. The survey was included as part of the quarterly newsletter and was available via the website. Ratings for services in both 2015 and 2012 are shown below.

2012	
Excellent	74%
Very Good	23%
Fair	2%
Poor	1%

2015	
Excellent	82%
Very Good	16%
Fair	2%
Poor	0%

**NEW DECISION ITEM**  
**RANK: 5 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Elections	
<b>DI Name:</b> HB 1631 Implementation	<b>DI#:</b> 1231005
	<b>HB Section</b> 12.035

**1. AMOUNT OF REQUEST**

FY 2018 Budget Request				
	GR	Federal	Other	Total
PS	58,672	0	0	58,672
EE	4,201,315	0	0	4,201,315
PSD	0	0	0	0
TRF	0	0	0	0
Total	4,259,987	0	0	4,259,987
FTE	1.00	0.00	0.00	1.00
Est. Fringe	26,325	0	0	26,325
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds:				

FY 2018 Governor's Recommendation				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	100,000	0	0	100,000
FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds:				

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Implementation of HB 1631 will involve providing Missourians advance notice of the identification documents required to vote, including "the use of advertisements and public service announcements in print, broadcast television, radio, and cable television media." SOS will also notify all registered voters via mail of the new identification requirements. A similar mailer should be sent before the August 2018 and November 2018 elections. For all other elections, the Secretary of State's office will send mailings to newly registered voters prior to each election. HB 1631 will also increase costs for provisional ballots, requiring additional funds. HB 1631 provides that individuals seeking documents in order to obtain a form of identification in order to vote may request that SOS facilitate such acquisitions. One additional FTE is required to assist Missourians in these requests.

**NEW DECISION ITEM**  
**RANK: 5 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Elections	
<b>DI Name:</b> HB 1631 Implementation	<b>DI#:</b> 1231005
	<b>HB Section</b> 12.035

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Production of radio and TV public service announcements + print ad + cable television ad + TV and Radio ads for broadcast media = \$1,002,067 prior to February 2018 and \$1,002,067 prior to April 2018. Mailing to all registered voters = \$2,003,628.62. Mailing to newly registered voters prior to each election = \$173,953.43. Increased costs for provisional ballots = \$9,800 for the February 2018 election and \$9,800 for the April 2018 election. One additional FTE = \$58,672. See TAFP HB 1631 Fiscal Note for further detail.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
Deputy Counsel	58,672	1.0					58,672	1.0		
<b>Total PS</b>	<b>58,672</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>58,672</b>	<b>1.0</b>	<b>0</b>	
							0			
Office Supplies (BOBC 190)	1,822,058						1,822,058			
Professional Services (BOBC 400)	2,379,257						2,379,257			
<b>Total EE</b>	<b>4,201,315</b>		<b>0</b>		<b>0</b>		<b>4,201,315</b>		<b>0</b>	
							0			
Program Distributions							0			
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
							0			
Transfers							0			
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>Grand Total</b>	<b>4,259,987</b>	<b>1.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>4,259,987</b>	<b>1.0</b>	<b>0</b>	

NEW DECISION ITEM  
RANK: 5 OF 10

<b>Department:</b> <u>Secretary of State</u>				<b>Budget Unit</b> <u>23140C</u>					
<b>Division:</b> <u>Elections</u>									
<b>DI Name:</b> <u>HB 1631 Implementation</u>		<b>DI#:</b> <u>1231005</u>		<b>HB Section</b> <u>12.035</u>					

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
Deputy Counsel	0	0.0					0			
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0	
Professional Services (BOBC 400)	100,000						100,000			
<b>Total EE</b>	100,000		0		0		100,000		0	
Program Distributions							0			
<b>Total PSD</b>	0		0		0		0		0	
Transfers										
<b>Total TRF</b>	0		0		0		0		0	
<b>Grand Total</b>	100,000	0.0	0	0.0	0	0.0	100,000	0.0	0	

NEW DECISION ITEM  
RANK: 5 OF 10

<b>Department:</b> <u>Secretary of State</u>	<b>Budget Unit</b> <u>23140C</u>
<b>Division:</b> <u>Elections</u>	
<b>DI Name:</b> <u>HB 1631 Implementation</u>	<b>DI#:</b> <u>1231005</u>
	<b>HB Section</b> <u>12.035</u>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional**

**6a. Provide an effectiveness measure.**

Compliance with statutes

**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

Eligible Missouri voters

**6d. Provide a customer satisfaction measure, if available.**

N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>HB 1631 Implementation - 1231005</b>								
DEPUTY COUNSEL	0	0.00	0	0.00	58,672	1.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	58,672	1.00	0	0.00
SUPPLIES	0	0.00	0	0.00	1,822,058	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,379,257	0.00	100,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,201,315	0.00	100,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,259,987</b>	<b>1.00</b>	<b>\$100,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$4,259,987	1.00	\$100,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**NEW DECISION ITEM**  
**RANK: 6 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Elections	
<b>DI Name:</b> HB 1631 Document Costs <span style="float: right;"><b>DI#:</b>1231003</span>	<b>HB Section</b> 12.035

**1. AMOUNT OF REQUEST**

FY 2018 Budget Request						FY 2018 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	0	0	0	0		PS	0	0	0	0	
EE	1,000,000	0	0	1,000,000	E	EE	0	0	0	0	
PSD	0	0	0	0		PSD	0	0	0	0	
TRF	0	0	0	0		TRF	0	0	0	0	
Total	1,000,000	0	0	1,000,000	E	Total	0	0	0	0	
FTE	0.00	0.00	0.00	0.00		FTE	0.00	0.00	0.00	0.00	
Est. Fringe	0	0	0	0		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds:

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

HB 1631 provides that individuals seeking documents in order to obtain a form of identification in order to vote may request that SOS facilitate such acquisitions. The bill also provides that SOS shall pay "any fee or fees charged by another state or its agencies, or any court of competent jurisdiction in this state or any other state, or the federal government or its agencies, in order to obtain any of the above documents from such state or the federal government." Because of the difficulty in estimating the number of people that might need to obtain the particular documents listed in HB 1631 and because the fees for these various documents vary by each state, an estimated appropriation is requested to provide a means for assisting Missourians in obtaining these documents.



**NEW DECISION ITEM**  
**RANK: 6 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Elections	
<b>DI Name:</b> HB 1631 Document Costs	<b>DI#:</b> 1231003
	<b>HB Section</b> 12.035

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Fees to obtain the underlying documents listed in HB 1631 can be estimated to average \$50 per individual. SOS has stated that approximately 200,000 Missourians lack the primary identification required by HB 1631 and similar legislation. Even if only 10% (20,000) of these 200,000 Missourians pursue underlying documents from "another state or its agencies, or any court of competent jurisdiction in this state or any other state, or the federal government or its agencies" in order to obtain the identification required by HB 1631, SOS would be responsible for an estimated \$1,000,000 in fees.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
<b>Total PS</b>	0		0	0.0	0	0.0	0	0.0	0	
							0			
							0			
Professional Services (400)	1,000,000						1,000,000			
<b>Total EE</b>	1,000,000		0		0		1,000,000		0	E
Program Distributions							0			
<b>Total PSD</b>	0		0		0		0		0	
Transfers										
<b>Total TRF</b>	0		0		0		0		0	
<b>Grand Total</b>	1,000,000	0.0	0	0.0	0	0.0	1,000,000	0.0	0	E

**NEW DECISION ITEM**

RANK: 6 OF 10

Department: Secretary of State				Budget Unit 23140C						
Division: Elections										
DI Name: HB 1631 Document Costs			DI#:1231003		HB Section		12.035			
	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	E
							0			
							0	0.0		
Total PS	0		0	0.0	0	0.0	0	0.0	0	
							0			
							0			
Professional Services (400)	0						0			
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0	

**NEW DECISION ITEM**  
RANK: 6 OF 10

<b>Department:</b> <u>Secretary of State</u>	<b>Budget Unit</b> <u>23140C</u>
<b>Division:</b> <u>Elections</u>	
<b>DI Name:</b> <u>HB 1631 Document Costs</u> <b>DI#:</b> <u>1231003</u>	<b>HB Section</b> <u>12.035</u>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional**

**6a. Provide an effectiveness measure.**

Compliance with statutes

**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6d. Provide a customer satisfaction measure, if available.**

N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
HB 1631 Document Costs - 1231003								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,000,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,000,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,000,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,000,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

**NEW DECISION ITEM**  
**RANK: 7 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Business Services	
<b>DI Name:</b> SB 932 Implementation <b>DI#:</b> 1231004	<b>HB Section</b> 12.035

**1. AMOUNT OF REQUEST**

FY 2018 Budget Request				
	GR	Federal	Other	Total
PS	55,872	0	0	55,872
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	55,872	0	0	55,872
FTE	2.00	0.00	0.00	2.00
Est. Fringe	35,869	0	0	35,869
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

FY 2018 Governor's Recommendation				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

In 2016, SB 932 was passed by the General Assembly. This law requires all notary seal manufacturers to register with the Commissions Division. This bill also requires that all seals that are manufactured for a Missouri notary must be approved by the Notary Unit within 10 business days. Between September, 2015 and August, 2016 the Notary Unit has processed 9,568 new notary applications, 12,345 notary renewal applications, 2,453 notary amendment applications and 88 lost notary seal notifications. All of these actions now require a new notary seal to be issued by a manufacturer and approved by the Secretary of State. Two new FTE are needed to handle this additional workload. Please see #4 below for details regarding the revised request of one FTE instead of two FTE.

**NEW DECISION ITEM**

RANK: 7 OF 10

<b>Department:</b> <u>Secretary of State</u>	<b>Budget Unit</b> <u>23140C</u>
<b>Division:</b> <u>Business Services</u>	
<b>DI Name:</b> <u>SB 932 Implementation</u> <b>DI#:</b> <u>1231004</u>	<b>HB Section</b> <u>12.035</u>

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

\$55,872 was requested by the previous administration for two FTE. The fiscal note that was submitted to Legislative Research was for one FTE instead of the two that was indicated above; therefore, the revised request is for \$26,260 for one FTE with the Job Class of Technician II. This is a reduction from the original budget request of \$29,612 (excluding fringe benefits).

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
Technician II	26,760	1.0					26,760	1.0		
Technician III	29,112	1.0					29,112	1.0		
<b>Total PS</b>	<b>55,872</b>	<b>2.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>55,872</b>	<b>2.0</b>	<b>0</b>	
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							<u>0</u>			
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							<u>0</u>			
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
<b>Grand Total</b>	<b>55,872</b>	<b>2.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>55,872</b>	<b>2.0</b>	<b>0</b>	

NEW DECISION ITEM  
RANK: 7 OF 10

Department: <u>Secretary of State</u>				Budget Unit <u>23140C</u>					
Division: <u>Business Services</u>									
DI Name: <u>SB 932 Implementation</u>		DI#: <u>1231004</u>		HB Section <u>12.035</u>					

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers							0			
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0	

**NEW DECISION ITEM**  
RANK: 7 OF 10

<b>Department:</b> <u>Secretary of State</u>	<b>Budget Unit</b> <u>23140C</u>
<b>Division:</b> <u>Business Services</u>	
<b>DI Name:</b> <u>SB 932 Implementation</u> <b>DI#:</b> <u>1231004</u>	<b>HB Section</b> <u>12.035</u>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Compliance with statutes

**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6d. Provide a customer satisfaction measure, if available.**

N/A



NEW DECISION ITEM

RANK: 7 OF 10

Department: <u>Secretary of State</u>		Budget Unit <u>23140C</u>
Division: <u>Business Services</u>		
DI Name: <u>SB 932 Implementation</u>	DI#: <u>1231004</u>	HB Section <u>12.035</u>

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>SB 932 Implementation - 1231004</b>								
TECH II	0	0.00	0	0.00	26,760	1.00	0	0.00
TECH III	0	0.00	0	0.00	29,112	1.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	55,872	2.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$55,872</b>	<b>2.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$55,872	2.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

**NEW DECISION ITEM**  
**RANK: 10 OF 10**

<b>Department:</b> Secretary of State	<b>Budget Unit</b> 23140C
<b>Division:</b> Information Technology	
<b>DI Name:</b> Technology Trust Fund E & E Increase <b>DI#:</b> 1231006	<b>HB Section</b> 12.035

**1. AMOUNT OF REQUEST**

	FY 2018 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	750,000	750,000	
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>750,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Technology Trust Fund (0266)

	FY 2018 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	750,000	750,000	
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>750,000</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restore appropriation level to FY15 funding.	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

This is to restore the Technology Trust Fund E & E appropriation to the FY15 level of funding. A voluntary reduction was requested and accepted for the FY16 state fiscal year budget.

NEW DECISION ITEM  
RANK: 10 OF 10

Department: <u>Secretary of State</u>	Budget Unit <u>23140C</u>
Division: <u>Information Technology</u>	
DI Name: <u>Technology Trust Fund E &amp; E Increase</u> DI#: <u>1231006</u>	HB Section <u>12.035</u>

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
Office Supplies (BOBC 190)					45,000		45,000			
Professional Development (BOBC 320)					10,000		10,000			
Comm. Serv. & Supplies (BOBC 340)					30,000		30,000			
Professional Services (BOBC 400)					140,000		140,000			
Maint. & Repair Services (BOBC 430)					280,000		280,000			
Computer Equipment (BOBC 480)					235,000		235,000			
Office Equipment (BOBC 580)					5,000		5,000			
Other Equipment (BOBC 590)					5,000		5,000			
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>750,000</u>		<u>750,000</u>		<u>0</u>	
Program Distributions							0			
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers										
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>750,000</u>	<u>0.0</u>	<u>750,000</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM  
RANK: 10 OF 10

Department: <u>Secretary of State</u>				Budget Unit <u>23140C</u>						
Division: <u>Information Technology</u>										
DI Name: <u>Technology Trust Fund E &amp; E Increase</u>		DI#: <u>1231006</u>		HB Section <u>12.035</u>						
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0	
Office Supplies (BOBC 190)					45,000		45,000			
Professional Development (BOBC 320)					10,000		10,000			
Comm. Serv. & Supplies (BOBC 340)					30,000		30,000			
Professional Services (BOBC 400)					140,000		140,000			
Maint. & Repair Services (BOBC 430)					280,000		280,000			
Computer Equipment (BOBC 480)					235,000		235,000			
Office Equipment (BOBC 580)					5,000		5,000			
Other Equipment (BOBC 590)					5,000		5,000			
<b>Total EE</b>	0		0		750,000		750,000		0	
Program Distributions							0			
<b>Total PSD</b>	0		0		0		0		0	
Transfers										
<b>Total TRF</b>	0		0		0		0		0	
<b>Grand Total</b>	0	0.0	0	0.0	750,000	0.0	750,000	0.0	0	

**NEW DECISION ITEM**  
RANK: 10 OF 10

<b>Department:</b> <u>Secretary of State</u>	<b>Budget Unit</b> <u>23140C</u>
<b>Division:</b> <u>Information Technology</u>	
<b>DI Name:</b> <u>Technology Trust Fund E &amp; E Increase</u> <b>DI#:</b> <u>1231006</u>	<b>HB Section</b> <u>12.035</u>

**6. PERFORMANCE MEASURES** (If new decision item has an associated core, separately identify projected performance with & without additional

6a. Provide an effectiveness measure.

6b. Provide an efficiency measure.

6c. Provide the number of clients/individuals served, if applicable.

6d. Provide a customer satisfaction measure, if available.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SECRETARY OF STATE</b>								
<b>SOS Technology Trust Fund E&amp;E - 1231006</b>								
SUPPLIES	0	0.00	0	0.00	45,000	0.00	45,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	10,000	0.00	10,000	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	30,000	0.00	30,000	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	140,000	0.00	140,000	0.00
M&R SERVICES	0	0.00	0	0.00	280,000	0.00	280,000	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	235,000	0.00	235,000	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	5,000	0.00	5,000	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	5,000	0.00	5,000	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>750,000</b>	<b>0.00</b>	<b>750,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$750,000</b>	<b>0.00</b>	<b>\$750,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$750,000</b>	<b>0.00</b>	<b>\$750,000</b>	<b>0.00</b>





# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>GRANTS AND PROJECTS</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE-FED & OTHER	0	0.00	22,014	0.00	22,014	0.00	22,014	0.00	
TOTAL - EE	0	0.00	22,014	0.00	22,014	0.00	22,014	0.00	
PROGRAM-SPECIFIC									
SECRETARY OF STATE-FED & OTHER	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00	
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>200,000</b>	<b>0.00</b>	<b>200,000</b>	<b>0.00</b>	<b>200,000</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	

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**CORE DECISION ITEM**

<b>Department</b>	Secretary of State			<b>Budget Unit</b>	23142C		
<b>Division</b>	Administrative Services						
<b>Core</b>	Federal Grants, Donations, Projects			<b>HB Section</b>	12.040		

<b>1. CORE FINANCIAL SUMMARY</b>									
	<b>FY 2018 Budget Request</b>					<b>FY 2018 Governor's Recommendation</b>			
	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>		<b>GR</b>	<b>Fed</b>	<b>Other</b>	<b>Total</b>
<b>PS</b>	0	0	0	0	<b>PS</b>	0	0	0	0
<b>EE</b>	0	22,014	0	22,014	<b>EE</b>	0	22,014	0	22,014
<b>PSD</b>	0	177,986	0	177,986	<b>PSD</b>	0	177,986	0	177,986
<b>TRF</b>	0	0	0	0	<b>TRF</b>	0	0	0	0
<b>Total</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>Total</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	0	0	0	0	<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				

<b>2. CORE DESCRIPTION</b>
<p>The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as the Department of Elementary and Secondary Education, the Department of Health and Senior Services, the Department of Mental Health, and the Department of Social Services. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.</p> <p>The Secretary of State currently has no active grants utilizing this fund.</p>

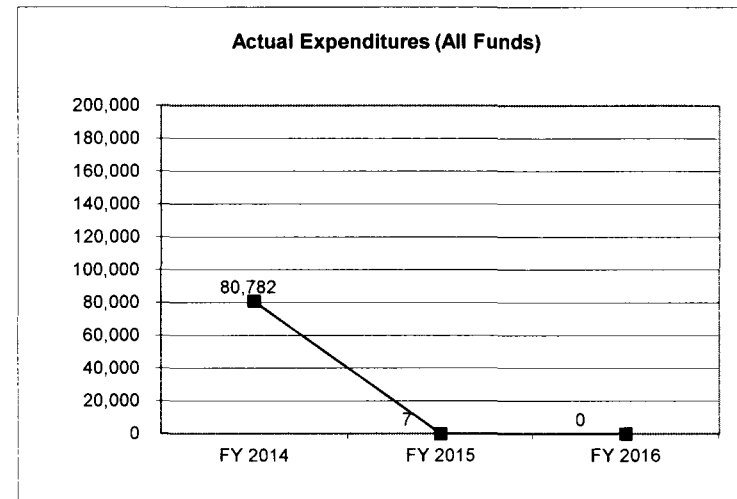
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23142C
<b>Division</b>	Administrative Services		
<b>Core</b>	Federal Grants, Donations, Projects	<b>HB Section</b>	12.040

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	80,782	7	0	N/A
Unexpended (All Funds)	119,218	199,993	200,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	119,218	199,993	200,000	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

This appropriation has enabled the receipt of numerous National Historical Publications and Records Commission (NHPRC) grants.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
GRANTS AND PROJECTS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GRANTS AND PROJECTS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	0	0.00	3,000	0.00	3,000	0.00	3,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	0	0.00	18,000	0.00	18,000	0.00	18,000	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	0	0.00	1	0.00	1	0.00	1	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>22,014</b>	<b>0.00</b>	<b>22,014</b>	<b>0.00</b>	<b>22,014</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>177,986</b>	<b>0.00</b>	<b>177,986</b>	<b>0.00</b>	<b>177,986</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Federal grants, donations, contracts

**Program is found in the following core budget(s)** Administrative Services

**1. What does this program do?**

The opportunity to apply for federal funding and other grants comes at various times throughout the fiscal year. Not all of the funding opportunities can be foreseen ahead of time. This appropriation has the effect of substantially increasing the department's ability to take advantage of funds which may become available between sessions.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

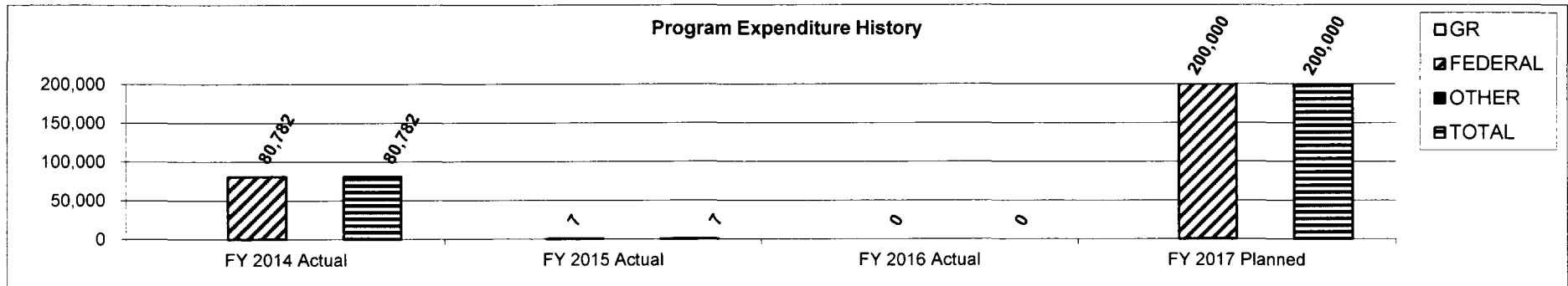
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Funding from other sources for innovative projects increases our ability to apply for alternative funding sources.

PROGRAM DESCRIPTION	
<b>Department</b>	Secretary of State
<b>Program Name</b>	Federal grants, donations, contracts
<b>Program is found in the following core budget(s)</b>	Administrative Services
<b>7b. Provide an efficiency measure.</b> Having this appropriation has ensured that the projects have started and been completed in a timely manner. The process has not been delayed while waiting to receive spending authority to spend the grant monies.	
<b>7c. Provide the number of clients/individuals served, if applicable.</b> The scope will depend on each innovative project identified and completed.	
<b>7d. Provide a customer satisfaction measure, if available.</b> Faster completion will improve satisfaction and result in more innovative projects.	

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>REFUNDS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
GENERAL REVENUE	38,169	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
TOTAL - PD	38,169	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
TOTAL	38,169	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
<b>GRAND TOTAL</b>	<b>\$38,169</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>0.00</b>



### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23145C	
<b>Division</b>	Refunds Core	<b>HB Section</b>	12.045	
<b>Core</b>	Refunds			

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	0	50,000
TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	0	50,000
TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      None

Other Funds:

**2. CORE DESCRIPTION**

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. We have expanded online filing in Business Services, which automatically determines the total fees owed, and these are then paid by credit card and ACH debit. Other divisions using this appropriation are Archives and Securities.

**3. PROGRAM LISTING (list programs included in this core funding)**

Refunds

# CORE DECISION ITEM

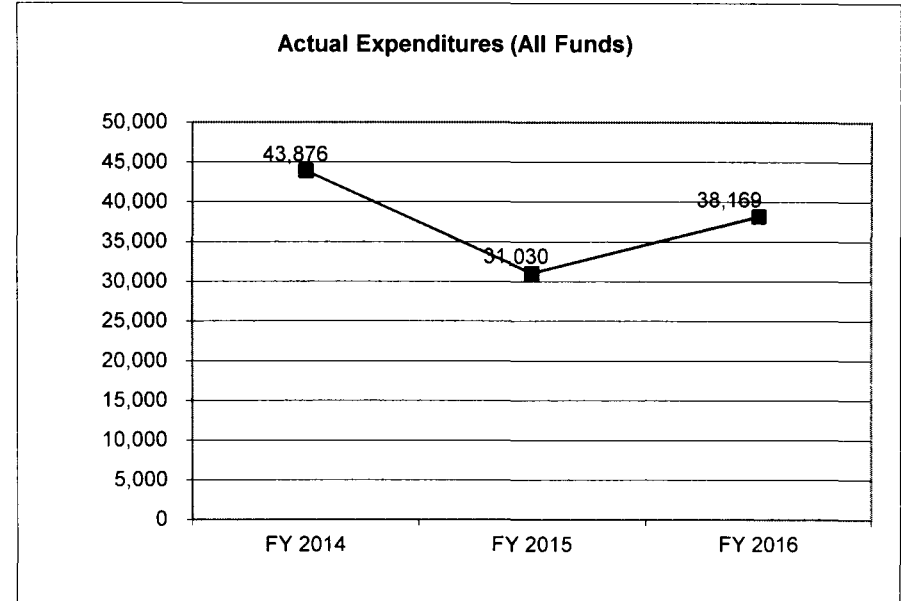
<b>Department</b>	Secretary of State
<b>Division</b>	Refunds Core
<b>Core</b>	Refunds

**Budget Unit** 23145C

**HB Section** 12.045

## 4. FINANCIAL HISTORY

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	43,876	31,030	38,169	N/A
Unexpended (All Funds)	6,124	18,970	11,831	N/A
Unexpended, by Fund:				
General Revenue	6,124	18,970	11,831	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
REFUNDS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REFUNDS								
CORE								
REFUNDS	38,169	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL - PD	38,169	0.00	50,000	0.00	50,000	0.00	50,000	0.00
GRAND TOTAL	\$38,169	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$38,169	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Refunds Core

**Program is found in the following core budget(s)** Refunds

**1. What does this program do?**

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Constitution

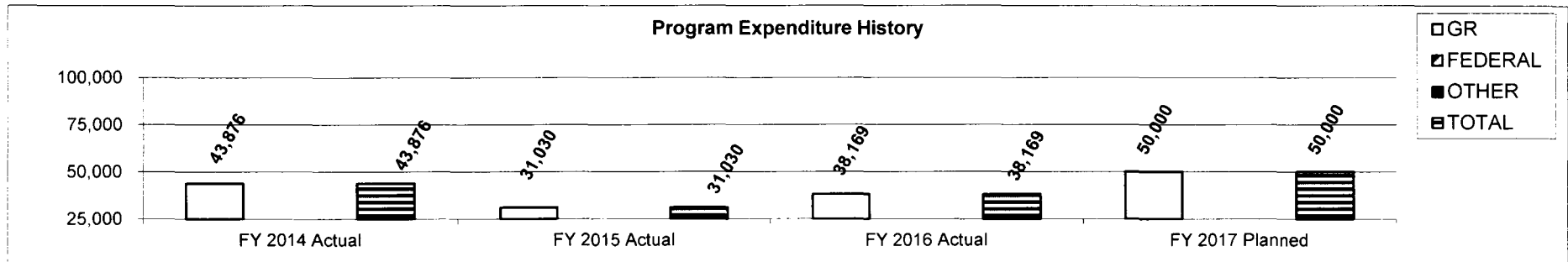
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**PROGRAM DESCRIPTION**

**Department** Secretary of State

**Program Name** Refunds Core

**Program is found in the following core budget(s)** Refunds

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

None

**7b. Provide an efficiency measure.**

Rather than return a check for an incorrect amount and delay processing of the filing or other service, this office will deposit the check and refund the excess fee collected. These refunds provide faster and better service for customers of the Office of the Secretary of State.

**7c. Provide the number of clients/individuals served, if applicable.**

None

**7d. Provide a customer satisfaction measure, if available.**

None

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INVESTORS' RESTITUTION</b>								
<b>CORE</b>								
PROGRAM-SPECIFIC								
INVESTORS RESTITUTION FUND	229,003	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - PD	229,003	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
<b>TOTAL</b>	<b>229,003</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$229,003</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>

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### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23149C
<b>Division</b>	Securities		
<b>Core</b>	Investor Restitution Fund	<b>HB Section</b>	12.050

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Investor Restitution (0741)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to victims of securities fraud. During the course of a year, it is never known how much money might be paid into the fund or needed for distribution from the fund. In 2013, one case resulted in \$1.6 million returned to investors.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Investor Restitution

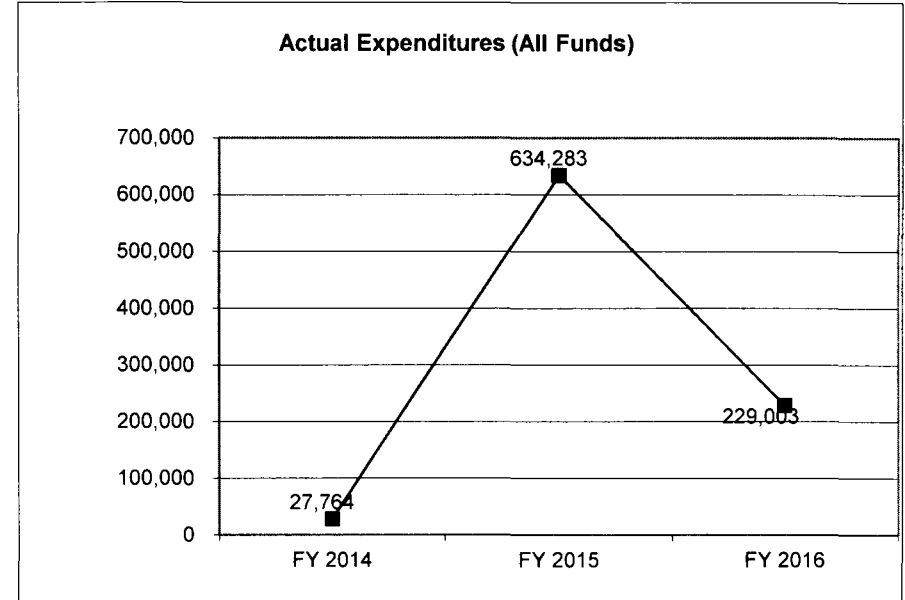


# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23149C</u>
<b>Division</b>	Securities		
<b>Core</b>	Investor Restitution Fund	<b>HB Section</b>	<u>12.050</u>

## **4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	750,000	2,000,000	2,000,000	2,000,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	750,000	2,000,000	2,000,000	N/A
Actual Expenditures (All Funds)	27,764	634,283	229,003	N/A
Unexpended (All Funds)	722,236	1,365,717	1,770,997	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	722,236	1,365,717	1,770,997	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Restitutions paid to securities fraud victims is dependent on court orders and cannot be projected.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
INVESTORS' RESTITUTION

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	229,003	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - PD	229,003	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
GRAND TOTAL	\$229,003	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$229,003	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Securities

**Program is found in the following core budget(s):** Investor Restitution Fund

**1. What does this program do?**

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to the victims of securities fraud in Missouri.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 409.6-603(e), RSMo.

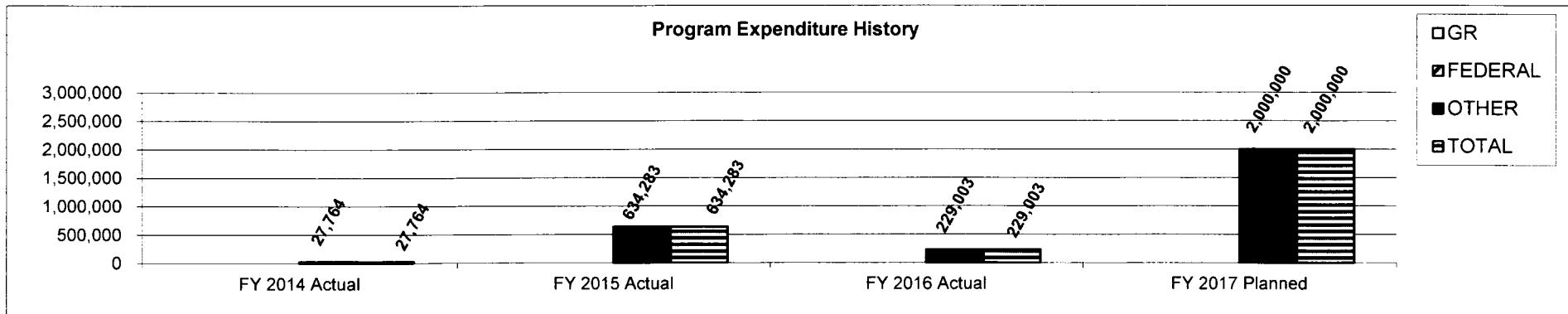
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Securities

**Program is found in the following core budget(s):** Investor Restitution Fund

**6. What are the sources of the "Other " funds?**

Investor Restitution Fund (0741)

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

Six hundred ninety seven payments were made to securities fraud victims in FY2013-16.

**7d. Provide a customer satisfaction measure, if available.**

Money is returned to victims of securities fraud.



## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ELECTIONS PUBLIC NOTICE</b>								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	2,600,000	0.00	100,000	0.00	100,000	0.00
TOTAL - EE	0	0.00	2,600,000	0.00	100,000	0.00	100,000	0.00
TOTAL	0	0.00	2,600,000	0.00	100,000	0.00	100,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,600,000</b>	<b>0.00</b>	<b>\$100,000</b>	<b>0.00</b>	<b>\$100,000</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23151C
<b>Division</b>	Elections		
<b>Core</b>	Elections Public Notice	<b>HB Section</b>	12.055

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

The Missouri Constitution and Section 116.260 RSMo require the Office of the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted on at an election. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Elections Public Notice



# CORE DECISION ITEM

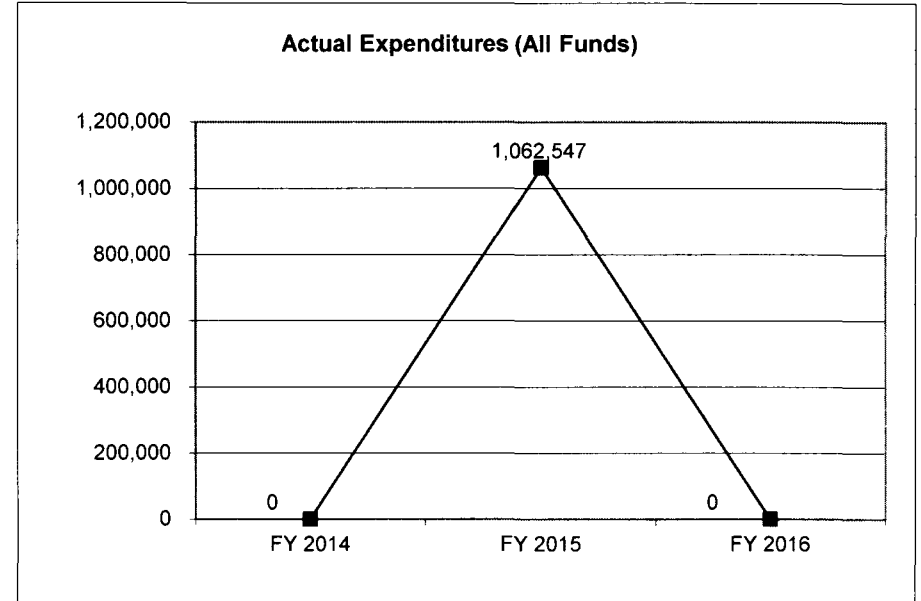
<b>Department</b>	Secretary of State
<b>Division</b>	Elections
<b>Core</b>	Elections Public Notice

**Budget Unit** 23151C

**HB Section** 12.055

## 4. FINANCIAL HISTORY

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	100,000	1,189,218	100,000	2,600,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0		N/A
Budget Authority (All Funds)	100,000	1,189,218	100,000	N/A
Actual Expenditures (All Funds)	0	1,062,547	0	N/A
Unexpended (All Funds)	100,000	126,671	100,000	N/A
Unexpended, by Fund:				
General Revenue	100,000	126,671	100,000	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTIONS PUBLIC NOTICE

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		EE	0.00	2,600,000	0	0	2,600,000	
		<b>Total</b>	<b>0.00</b>	<b>2,600,000</b>	<b>0</b>	<b>0</b>	<b>2,600,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Reduce One Time	126 0079	EE	0.00	(2,500,000)	0	0	(2,500,000)	
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>(2,500,000)</b>	<b>0</b>	<b>0</b>	<b>(2,500,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		EE	0.00	100,000	0	0	100,000	
		<b>Total</b>	<b>0.00</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		EE	0.00	100,000	0	0	100,000	
		<b>Total</b>	<b>0.00</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	0	0.00	2,600,000	0.00	100,000	0.00	100,000	0.00
TOTAL - EE	0	0.00	2,600,000	0.00	100,000	0.00	100,000	0.00
GRAND TOTAL	\$0	0.00	\$2,600,000	0.00	\$100,000	0.00	\$100,000	0.00
GENERAL REVENUE	\$0	0.00	\$2,600,000	0.00	\$100,000	0.00	\$100,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Elections Public Notice

**1. What does this program do?**

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Constitution, Article XII, Section 2b; Section 116.260, RSMo.

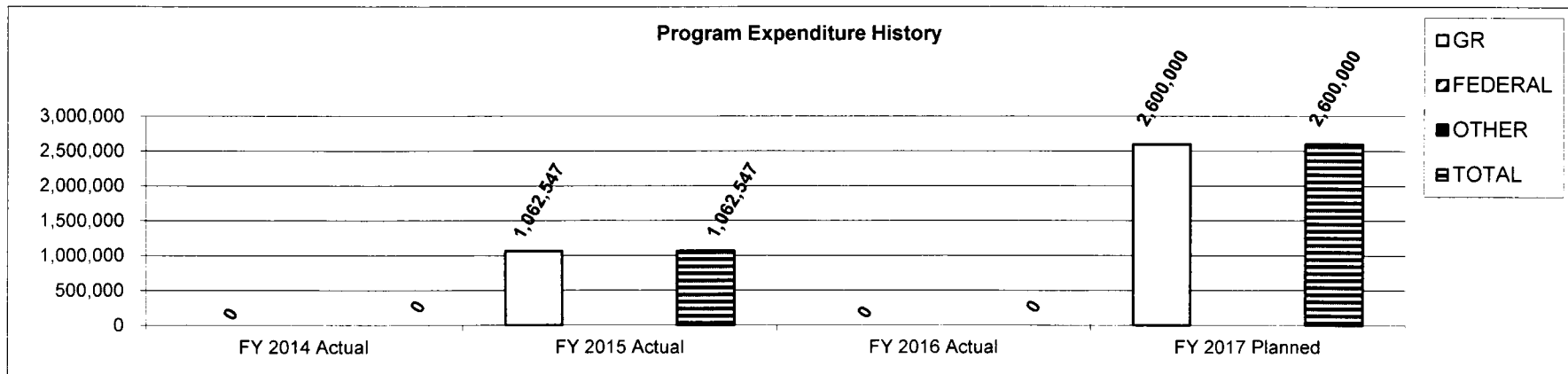
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Elections Public Notice

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Although a direct measure would be difficult, the intent of the program is to meet the statutory requirement to inform voters of the proposed changes to the state constitution and/or state statutes.

**7b. Provide an efficiency measure.**

Publishing requirements were met according to the state constitution and state statutes.

**7c. Provide the number of clients/individuals served, if applicable.**

Citizens of the State of Missouri.

**7d. Provide a customer satisfaction measure, if available.**

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ABSENTEE BALLOTS</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	22,000	0.00	2,000	0.00	2,000	0.00
TOTAL - EE	0	0.00	22,000	0.00	2,000	0.00	2,000	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	49,990	0.00	168,000	0.00	48,000	0.00	48,000	0.00
TOTAL - PD	49,990	0.00	168,000	0.00	48,000	0.00	48,000	0.00
<b>TOTAL</b>	<b>49,990</b>	<b>0.00</b>	<b>190,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$49,990</b>	<b>0.00</b>	<b>\$190,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23148C
<b>Division</b>	Elections		
<b>Core</b>	Absentee Ballots	<b>HB Section</b>	12.060

## 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	2,000	0	0	2,000
PSD	48,000	0	0	48,000
TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	2,000	0	0	2,000
PSD	48,000	0	0	48,000
TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

This core is to allow the Elections Division to pay election authorities for using business reply permit on absentee envelopes returned by voters in accordance with 115.285 RSMo. The Secretary of State reimburses local election authorities for these expenses so voters are not required to pay postage for returning an absentee ballot through the mail.

## 3. PROGRAM LISTING (list programs included in this core funding)

Absentee Ballots

# **CORE DECISION ITEM**

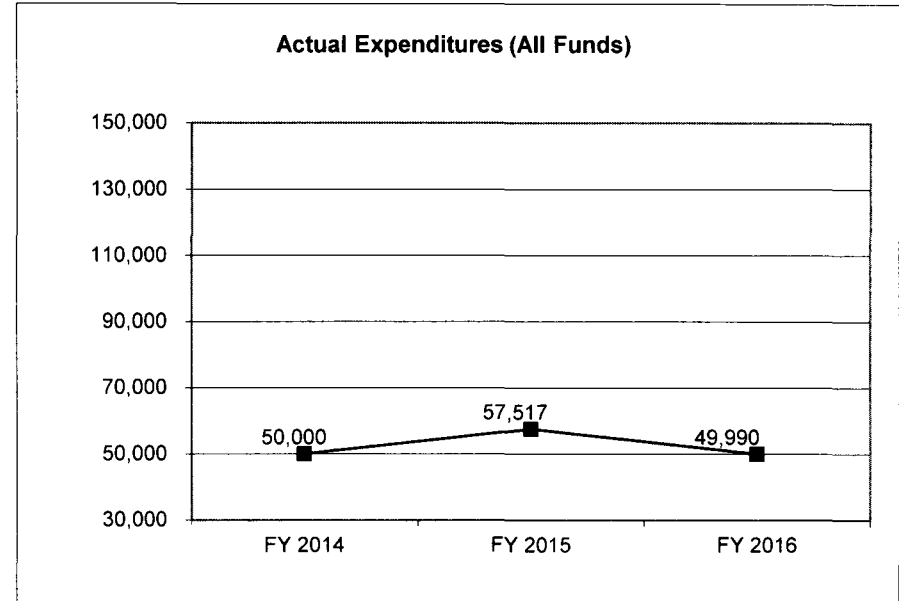
**Department** Secretary of State  
**Division** Elections  
**Core** Absentee Ballots

**Budget Unit** 23148C

**HB Section** 12.060

## **4. FINANCIAL HISTORY**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Current Yr.
Appropriation (All Funds)	50,000	151,000	50,000	190,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	151,000	50,000	N/A
Actual Expenditures (All Funds)	50,000	57,517	49,990	N/A
Unexpended (All Funds)	0	93,483	10	N/A
Unexpended, by Fund:				
General Revenue	0	93,483	10	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**



## CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ABSENTEE BALLOTS

### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				EE	0.00	22,000	0	0	22,000	
				PD	0.00	168,000	0	0	168,000	
				<b>Total</b>	<b>0.00</b>	<b>190,000</b>	<b>0</b>	<b>0</b>	<b>190,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Reduce One Time	125	2041		EE	0.00	(20,000)	0	0	(20,000)	
Reduce One Time	125	2041		PD	0.00	(120,000)	0	0	(120,000)	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>(140,000)</b>	<b>0</b>	<b>0</b>	<b>(140,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	2,000	0	0	2,000	
				PD	0.00	48,000	0	0	48,000	
				<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	2,000	0	0	2,000	
				PD	0.00	48,000	0	0	48,000	
				<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ABSENTEE BALLOTS</b>								
<b>CORE</b>								
SUPPLIES	0	0.00	22,000	0.00	2,000	0.00	2,000	0.00
TOTAL - EE	0	0.00	22,000	0.00	2,000	0.00	2,000	0.00
PROGRAM DISTRIBUTIONS	49,990	0.00	168,000	0.00	48,000	0.00	48,000	0.00
TOTAL - PD	49,990	0.00	168,000	0.00	48,000	0.00	48,000	0.00
<b>GRAND TOTAL</b>	<b>\$49,990</b>	<b>0.00</b>	<b>\$190,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>
GENERAL REVENUE	\$49,990	0.00	\$190,000	0.00	\$50,000	0.00	\$50,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Absentee Ballots

**1. What does this program do?**

This program allows voters to return their absentee ballots to their local election authority at no expense to the voter. The local election authority prints a business reply permit on absentee ballot envelopes. The Secretary of State, through this appropriation, reimburses the local election authority for the expenses incurred.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.285, RSMo.

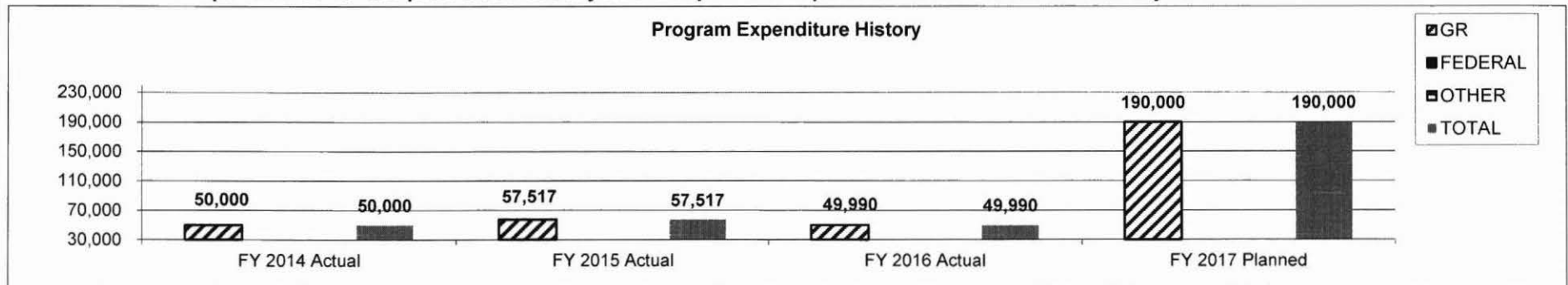
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Since the enactment of this law in 1999, voters incur no expense to vote absentee by mail.

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Absentee Ballots

**7b. Provide an efficiency measure.**

Payments to local elections authorities are made, if possible, within 10 days of submission date.

**7c. Provide the number of clients/individuals served, if applicable.**

116 local elections authorities and thousands of absentee voters.

In Calendar Year 2008, 344,199 absentee ballots were cast.

In Calendar Year 2010, 173,639 absentee ballots were cast.

In Calendar Year 2012, 271,972 absentee ballots were cast.

In Calendar Year 2014, 137,006 absentee ballots were cast.

In Calendar Year 2016, approximately 410,724 ballots were cast.

**7d. Provide a customer satisfaction measure, if available.**

Absentee voters are able to cast their ballot and mail at no costs to themselves.

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>FEDERAL ELECTION REFORM</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
ELECTION ADMIN IMPROVEMENT	2,034,349	0.00	2,347,820	0.00	2,347,820	0.00	2,347,820	0.00	
ELECTION IMPROV REVOLVING LOAN	0	0.00	45,010	0.00	45,010	0.00	45,010	0.00	
TOTAL - EE	2,034,349	0.00	2,392,830	0.00	2,392,830	0.00	2,392,830	0.00	
PROGRAM-SPECIFIC									
ELECTION ADMIN IMPROVEMENT	1,853,270	0.00	6,618,675	0.00	6,618,675	0.00	6,618,675	0.00	
ELECTION IMPROV REVOLVING LOAN	41,361	0.00	4,990	0.00	4,990	0.00	4,990	0.00	
TOTAL - PD	1,894,631	0.00	6,623,665	0.00	6,623,665	0.00	6,623,665	0.00	
<b>TOTAL</b>	<b>3,928,980</b>	<b>0.00</b>	<b>9,016,495</b>	<b>0.00</b>	<b>9,016,495</b>	<b>0.00</b>	<b>9,016,495</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$3,928,980</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	

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**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Federal Election Reform

**Budget Unit** 23153C  
**HB Section** 12.065

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	2,392,830	0	2,392,830
PSD	0	6,623,665	0	6,623,665
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	2,392,830	0	2,392,830
PSD	0	6,623,665	0	6,623,665
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

This program provides federal funds to states to improve the administration of elections. This includes updating voting equipment, improving access of the elections process to those with disabilities, updating a statewide voter registration database with access by all local election authorities, and creating voter education and poll worker training programs. Federal funds have been received through guidelines of the US Elections Assistance Commission and interest has accrued. A transfer from the Special Elections Subsidy Fund is made annually that provides for Federally required matching and maintenance of effort requirements and supports the Help America Vote Act activities.

**3. PROGRAM LISTING (list programs included in this core funding)**

Federal Election Reform

**CORE DECISION ITEM**

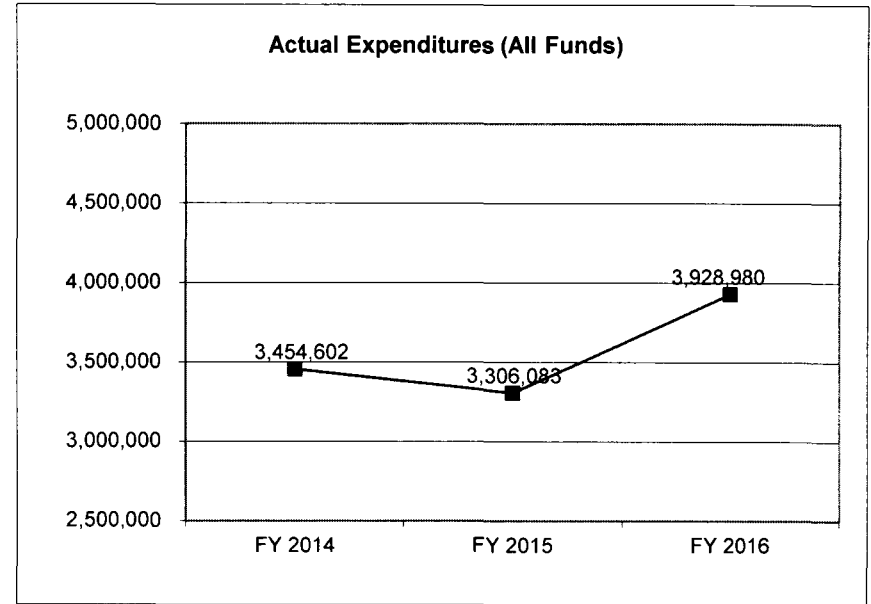
**Department** Secretary of State  
**Division** Elections  
**Core** Federal Election Reform

**Budget Unit** 23153C

**HB Section** 12.065

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	9,362,680	9,362,680	9,016,495	9,016,495
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	9,362,680	9,362,680	9,016,495	9,016,495
Actual Expenditures (All Funds)	3,454,602	3,306,083	3,928,980	N/A
Unexpended (All Funds)	5,908,078	6,056,597	5,087,515	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	5,908,078	6,056,597	5,087,515	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
FEDERAL ELECTION REFORM

## 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	783	6684		PD	0.00	0	(1,500,000)	0	(1,500,000)	
Core Reallocation	783	3562		PD	0.00	0	1,500,000	0	1,500,000	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	



# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FEDERAL ELECTION REFORM</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	2,544	0.00	4,500	0.00	4,500	0.00	4,500	0.00
TRAVEL, OUT-OF-STATE	1,634	0.00	2,500	0.00	2,500	0.00	2,500	0.00
FUEL & UTILITIES	0	0.00	12,000	0.00	12,000	0.00	12,000	0.00
SUPPLIES	54,048	0.00	128,725	0.00	128,725	0.00	128,725	0.00
PROFESSIONAL DEVELOPMENT	5,925	0.00	4,000	0.00	4,000	0.00	4,000	0.00
COMMUNICATION SERV & SUPP	136,613	0.00	103,000	0.00	103,000	0.00	103,000	0.00
PROFESSIONAL SERVICES	163,301	0.00	250,100	0.00	250,100	0.00	250,100	0.00
M&R SERVICES	1,667,866	0.00	1,800,000	0.00	1,800,000	0.00	1,800,000	0.00
COMPUTER EQUIPMENT	467	0.00	50,000	0.00	50,000	0.00	50,000	0.00
OTHER EQUIPMENT	50	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	1,200	0.00	38,000	0.00	38,000	0.00	38,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2	0.00	2	0.00	2	0.00
MISCELLANEOUS EXPENSES	701	0.00	2	0.00	2	0.00	2	0.00
<b>TOTAL - EE</b>	<b>2,034,349</b>	<b>0.00</b>	<b>2,392,830</b>	<b>0.00</b>	<b>2,392,830</b>	<b>0.00</b>	<b>2,392,830</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	1,894,631	0.00	6,623,663	0.00	6,623,663	0.00	6,623,663	0.00
REFUNDS	0	0.00	2	0.00	2	0.00	2	0.00
<b>TOTAL - PD</b>	<b>1,894,631</b>	<b>0.00</b>	<b>6,623,665</b>	<b>0.00</b>	<b>6,623,665</b>	<b>0.00</b>	<b>6,623,665</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,928,980</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$3,928,980	0.00	\$9,016,495	0.00	\$9,016,495	0.00	\$9,016,495	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Federal Election Reform

**1. What does this program do?**

The Help America Vote Act of 2002, passed by the United States Congress, provides federal funds to states to improve the administration of elections. This includes upgrading voting equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities, election improvements, and creating voter education and poll worker training programs.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Help America Vote Act of 2002 and HB 511 (2003)

**3. Are there federal matching requirements? If yes, please explain.**

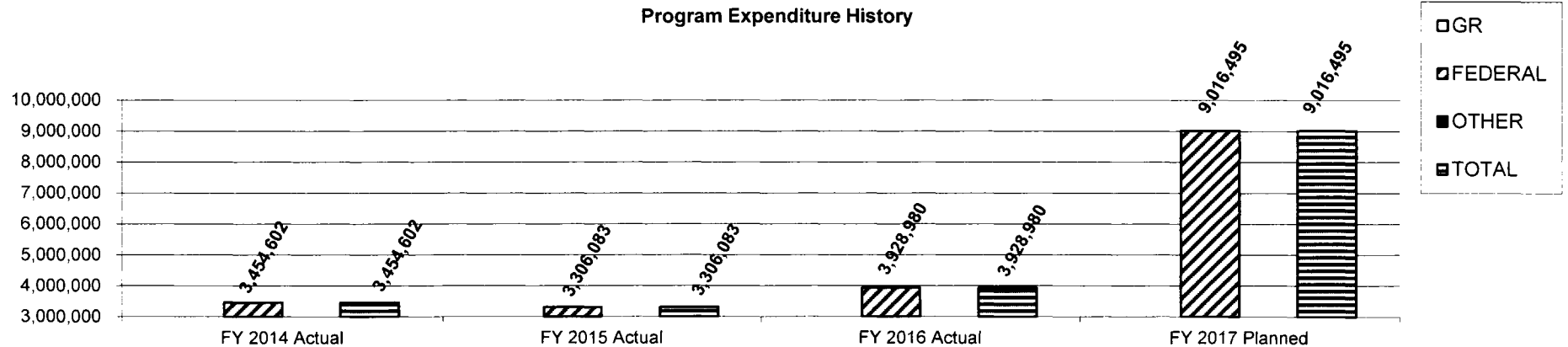
Federal law requires that Missouri maintain expenditures for the Elections Division for the Office of the Secretary of State at the same level or greater than for the state fiscal year ending June 30, 2000.

**4. Is this a federally mandated program? If yes, please explain.**

Yes, it is mandated by the Help America Vote Act, passed by Congress in 2002.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

**Program Expenditure History**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Elections

**Program is found in the following core budget(s)** Federal Election Reform

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

The Secretary of State must comply with HAVA and state election laws to provide for the distribution and monitoring of federal funds, voter education, poll worker training, voting system qualification, maintenance of the statewide voter registration database, and other election related activities.

**7b. Provide an efficiency measure.**

The timely disbursement of federal funds to local election authorities in order to minimize the time elapsing between the transfer of funds from the state and subsequent disbursement by the election authority.

**7c. Provide the number of clients/individuals served, if applicable.**

116 local election authorities and thousands of Missouri voters.

**7d. Provide a customer satisfaction measure, if available.**

A statewide voter registration database accessible to all election authorities has been implemented and ongoing maintenance and enhancements are being made to better serve the needs of the local election authorities; poll workers, including election judges, are receiving ongoing training to comply with HAVA regulations; LEAs have been offered poll worker training; information on voter registration and polling place look up have been made available on the SOS website; complaint procedures have been implemented; initiative and referendum petitions submitted have been timely processed; over seven million dollars worth of grants have been made available to LEAs for the 2012 election cycle, close to \$3 million has been made available in the past two fiscal years for voter list maintenance activities, over \$1.5 million dollars in grants have been made available to LEAs for the 2014 election cycle and another \$4 million dollars has been made available.

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ELECTION COSTS TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS								
GENERAL REVENUE	7,776,574	0.00	4,284,000	0.00	4,284,000	0.00	3,213,000	0.00
TOTAL - TRF	7,776,574	0.00	4,284,000	0.00	4,284,000	0.00	3,213,000	0.00
<b>TOTAL</b>	<b>7,776,574</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0.00</b>	<b>3,213,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$7,776,574</b>	<b>0.00</b>	<b>\$4,284,000</b>	<b>0.00</b>	<b>\$4,284,000</b>	<b>0.00</b>	<b>\$3,213,000</b>	<b>0.00</b>

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**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Election Costs Transfer

**Budget Unit** 23154C  
**HB Section** 12.070

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	4,284,000	0	0	4,284,000
<b>Total</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	3,213,000	0	0	3,213,000
<b>Total</b>	<b>3,213,000</b>	<b>0</b>	<b>0</b>	<b>3,213,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

The State must pay proportional costs for special elections of two or more political subdivisions. As required by 115.077 RSMo, the Secretary of State will transfer from general revenue to the state election subsidy fund an amount not less than that expended in FY2000, which was \$4,284,000. Due to the uncertainty of Special Elections, an estimated appropriation is requested.

**3. PROGRAM LISTING (list programs included in this core funding)**

Special election costs

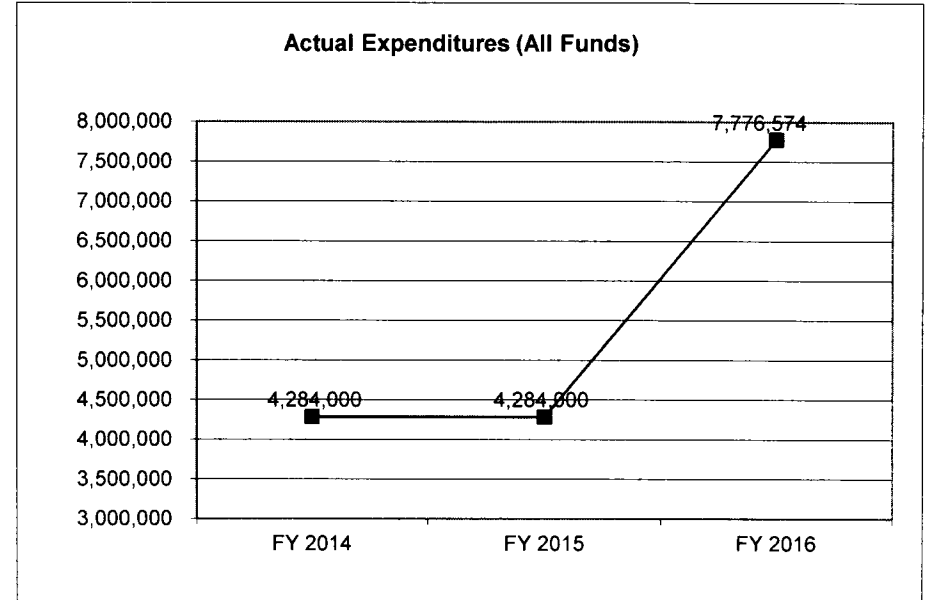
**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Election Costs Transfer

**Budget Unit** 23154C  
**HB Section** 12.070

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	4,284,000	4,284,000	7,776,574	4,284,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)				(1,071,000)
Budget Authority (All Funds)	4,284,000	4,284,000	7,776,574	3,213,000
Actual Expenditures (All Funds)	4,284,000	4,284,000	7,776,574	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Appropriation was increased in FY16 due to the Presidential Preference Primary.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTION COSTS TRANSFER

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		TRF	0.00	4,284,000	0	0	4,284,000	
		<b>Total</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		TRF	0.00	4,284,000	0	0	4,284,000	
		<b>Total</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Core Reduction	1703 T107	TRF	0.00	(1,071,000)	0	0	(1,071,000)	FY18 core reduction
<b>NET GOVERNOR CHANGES</b>			<b>0.00</b>	<b>(1,071,000)</b>	<b>0</b>	<b>0</b>	<b>(1,071,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		TRF	0.00	3,213,000	0	0	3,213,000	
		<b>Total</b>	<b>0.00</b>	<b>3,213,000</b>	<b>0</b>	<b>0</b>	<b>3,213,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	7,776,574	0.00	4,284,000	0.00	4,284,000	0.00	3,213,000	0.00
TOTAL - TRF	7,776,574	0.00	4,284,000	0.00	4,284,000	0.00	3,213,000	0.00
GRAND TOTAL	\$7,776,574	0.00	\$4,284,000	0.00	\$4,284,000	0.00	\$3,213,000	0.00
GENERAL REVENUE	\$7,776,574	0.00	\$4,284,000	0.00	\$4,284,000	0.00	\$3,213,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Election Costs Transfer

**Program is found in the following core budget(s)** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections in each fiscal year is unknown. The Secretary of State must transfer from general revenue to the state election subsidy an amount not less than that expended in FY2000, which was \$4,284,000.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Sections 115.077 and 115.063, RSMo.

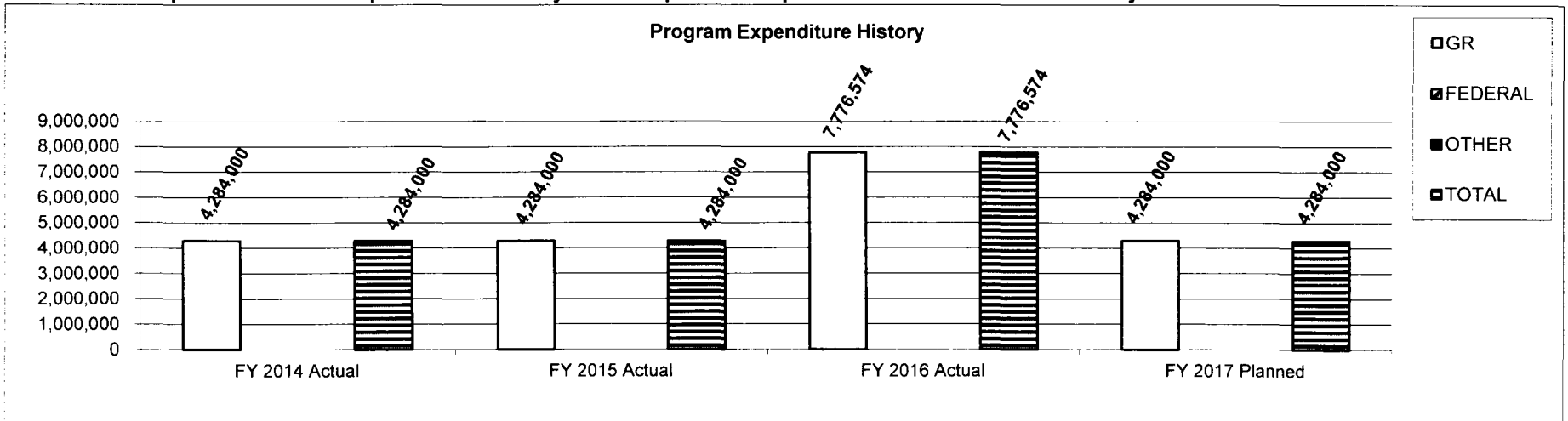
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Election Costs Transfer

**Program is found in the following core budget(s)** Elections

**6. What are the sources of the "Other" funds?**

**7a. Provide an effectiveness measure.**

Compliance with 115.077 RSMo.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>SPECIAL ELECTION &amp; OTHER COSTS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
STATE ELECTIONS SUBSIDY	7,776,574	0.00	400,000	0.00	400,000	0.00	400,000	0.00	0.00
TOTAL - PD	7,776,574	0.00	400,000	0.00	400,000	0.00	400,000	0.00	0.00
<b>TOTAL</b>	<b>7,776,574</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$7,776,574</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>0.00</b>

**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Special Election Costs

**Budget Unit** 23155C  
**HB Section** 12.075

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Election Subsidy Fund (0686)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

As required by 115.063 RSMo, the State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. An "E" appropriation is requested due to that uncertainty.

**3. PROGRAM LISTING (list programs included in this core funding)**

Special Election Costs

**CORE DECISION ITEM**

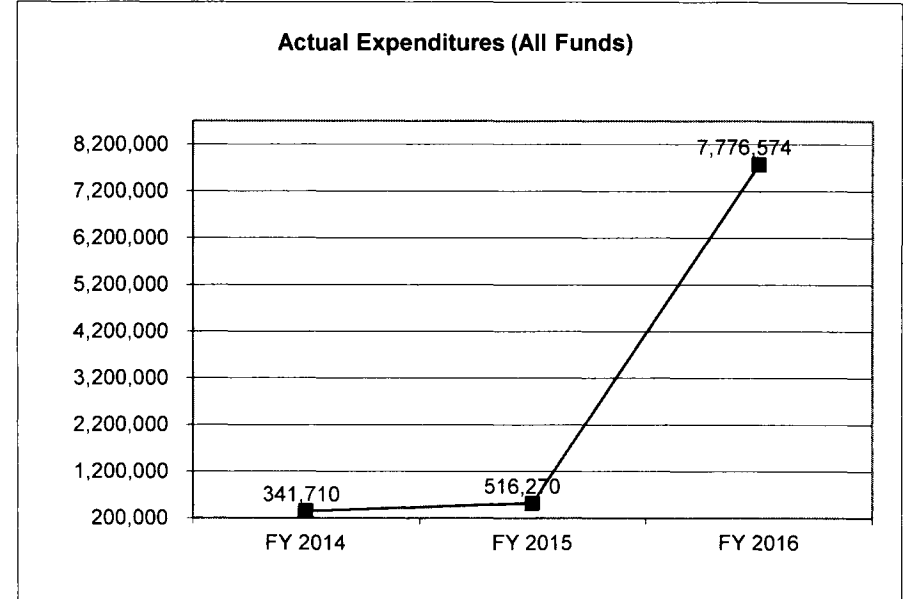
**Department** Secretary of State  
**Division** Elections  
**Core** Special Election Costs

**Budget Unit** 23155C

**HB Section** 12.075

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	400,000	516,353	7,776,574	400,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	516,353	7,776,574	N/A
Actual Expenditures (All Funds)	341,710	516,270	7,776,574	N/A
Unexpended (All Funds)	58,290	83	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	58,290	83	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** FY2015 appropriation was increased by \$116,353.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
SPECIAL ELECTION & OTHER COSTS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SPECIAL ELECTION &amp; OTHER COSTS</b>								
<b>CORE</b>								
PROGRAM DISTRIBUTIONS	7,776,574	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	7,776,574	0.00	400,000	0.00	400,000	0.00	400,000	0.00
<b>GRAND TOTAL</b>	<b>\$7,776,574</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$7,776,574	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Special Election Costs

**Program is found in the following core budget(s)** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. In FY2014, there were no special elections held. In FY2015, special elections were held on August 5, 2014 for Representative Districts 67, 120, and 151 and Constitutional Amendments 1,5,7,8, and 9. In FY2016, on November 3, 2015, Representative Districts 29, 36, and 89 was held and on March 15, 2016, the Presidential Preference Primary was held. Because the number of special elections to be called in a fiscal year is unknown, an "E" appropriation is requested.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.063, RSMo.

**3. Are there federal matching requirements? If yes, please explain.**

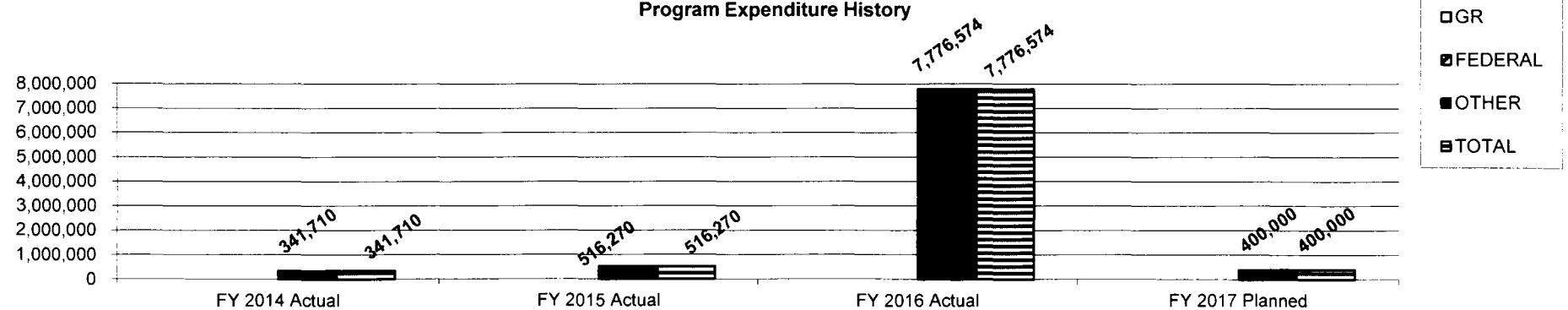
No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

**Program Expenditure History**





## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Special Election Costs

**Program is found in the following core budget(s)** Elections

**6. What are the sources of the "Other " funds?**

Election Subsidy Fund (0686)

**7a. Provide an effectiveness measure.**

Compliance with statutes.

**7b. Provide an efficiency measure.**

In prior years, checks to local election authorities have been mailed within 7 days of submitted requests.

**7c. Provide the number of clients/individuals served, if applicable.**

116 election jurisdictions and the voters of Missouri.

**7d. Provide a customer satisfaction measure, if available.**

N/A

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<hr/>								
ELECTION ADMIN IMPROVE TRF								
CORE								
FUND TRANSFERS								
STATE ELECTIONS SUBSIDY	3,098,743	0.00	4,034,443	0.00	4,034,443	0.00	4,034,443	0.00
TOTAL - TRF	3,098,743	0.00	4,034,443	0.00	4,034,443	0.00	4,034,443	0.00
TOTAL	3,098,743	0.00	4,034,443	0.00	4,034,443	0.00	4,034,443	0.00
<hr/>								
GRAND TOTAL	\$3,098,743	0.00	\$4,034,443	0.00	\$4,034,443	0.00	\$4,034,443	0.00
<hr/>								

**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Elections Administration Improvement Transfer

**Budget Unit** 23156C  
**HB Section** 12.080

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	4,034,443	4,034,443
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Election Subsidy Fund (0686)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	4,034,443	4,034,443
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

Per section 115.077.5, RSMo, the Secretary of State will transfer the unexpended amount of the state elections subsidy fund to the election administration improvement fund. The number of special elections to be called in a fiscal year is unknown. Special election costs are transferred from general revenue to the state election subsidy fund in an amount not less than the amount expended in the fiscal year that ended June 30, 2000. That amount is \$4,284,000. At the end of each fiscal year, any amounts in the state election subsidy fund not expended or obligated to meet the state's obligations for special elections is transferred to the election administration improvement fund.

**3. PROGRAM LISTING (list programs included in this core funding)**

Special Elections

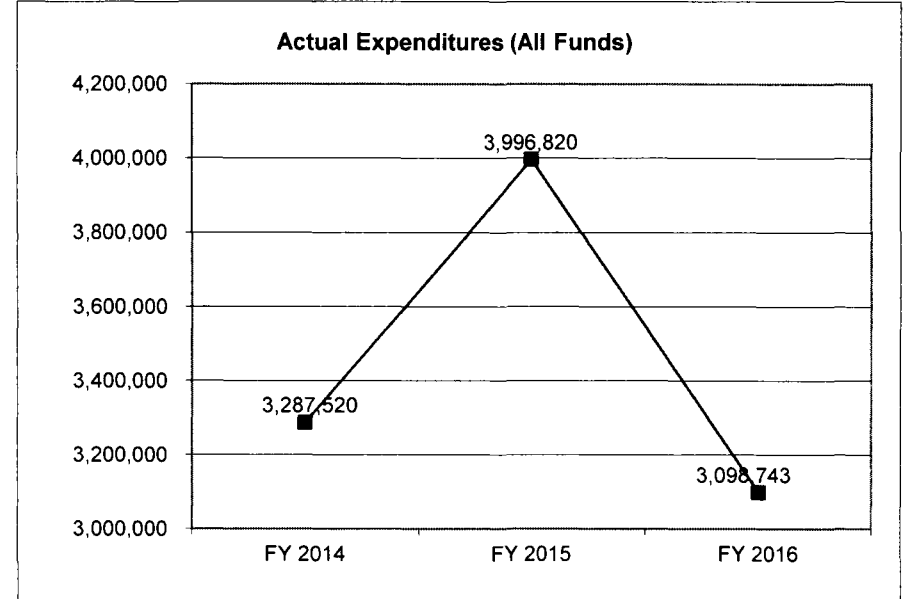
**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Elections  
**Core** Elections Administration Improvement Transfer

**Budget Unit** 23156C  
**HB Section** 12.080

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	4,034,443	4,034,443	4,034,443	4,034,443
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,034,443	4,034,443	4,034,443	N/A
Actual Expenditures (All Funds)	3,287,520	3,996,820	3,098,743	N/A
Unexpended (All Funds)	746,923	37,623	935,700	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	746,923	37,623	935,700	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTION ADMIN IMPROVE TRF

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION ADMIN IMPROVE TRF								
CORE								
TRANSFERS OUT	3,098,743	0.00	4,034,443	0.00	4,034,443	0.00	4,034,443	0.00
TOTAL - TRF	3,098,743	0.00	4,034,443	0.00	4,034,443	0.00	4,034,443	0.00
GRAND TOTAL	\$3,098,743	0.00	\$4,034,443	0.00	\$4,034,443	0.00	\$4,034,443	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$3,098,743	0.00	\$4,034,443	0.00	\$4,034,443	0.00	\$4,034,443	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Election Costs Transfer to Elections Administration Improvement Fund

**Program is found in the following core budget(s)** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The Secretary of State will transfer the unexpended amount of the state election subsidy fund to the election administration improvements fund. The number of special elections to be called in a fiscal year is unknown.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.077.5, RSMo.

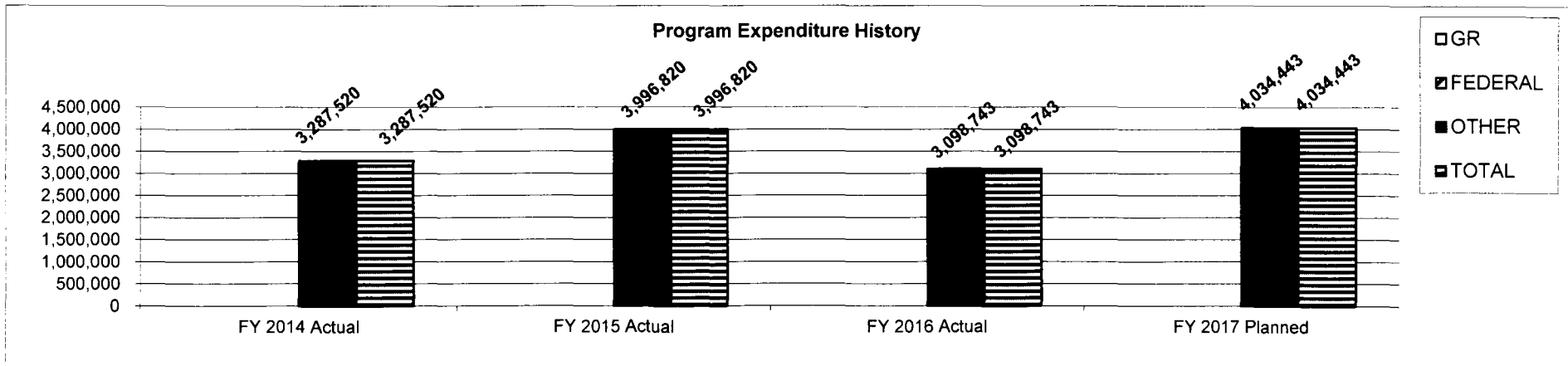
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Election Costs Transfer to Elections Administration Improvement Fund

**Program is found in the following core budget(s)** Elections

**6. What are the sources of the "Other " funds?**

Election Subsidy Fund (0686)

**7a. Provide an effectiveness measure.**

Compliance with 115.077 RSMo. Provides support for Help America Vote Act activities and election improvements.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A





# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL GRANTS								
CORE								
EXPENSE & EQUIPMENT								
SECRETARY OF STATE RECORDS-FED	43,615	0.00	2,913	0.00	2,913	0.00	2,913	0.00
TOTAL - EE	43,615	0.00	2,913	0.00	2,913	0.00	2,913	0.00
PROGRAM-SPECIFIC								
SECRETARY OF STATE RECORDS-FED	0	0.00	47,087	0.00	47,087	0.00	47,087	0.00
TOTAL - PD	0	0.00	47,087	0.00	47,087	0.00	47,087	0.00
TOTAL	43,615	0.00	50,000	0.00	50,000	0.00	50,000	0.00
GRAND TOTAL	\$43,615	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00

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### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23143C
<b>Division</b>	Records Services		
<b>Core</b>	Federal Grants	<b>HB Section</b>	12.085

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	2,913	0	2,913
PSD	0	47,087	0	47,087
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	2,913	0	2,913
PSD	0	47,087	0	47,087
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>		<b>50,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports the identification, preservation and provision of access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning within the historical records community and for projects relating to historic records developed and carried out within the state. The Board provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Preservation Program. Members are appointed by the Governor, with the advice and consent of the Senate, and administrative responsibilities are handled by the Secretary of State who serves as the Board's coordinator. Federal regulations require members to have experience and interest in the collection, administration and use of historical records, as well as be dedicated to the preservation and access of the state's documentary heritage. Over the years, archivists, curators, family historians, legislators, librarians and records managers have served on the MHRAB.

#### 3. PROGRAM LISTING (list programs included in this core funding)

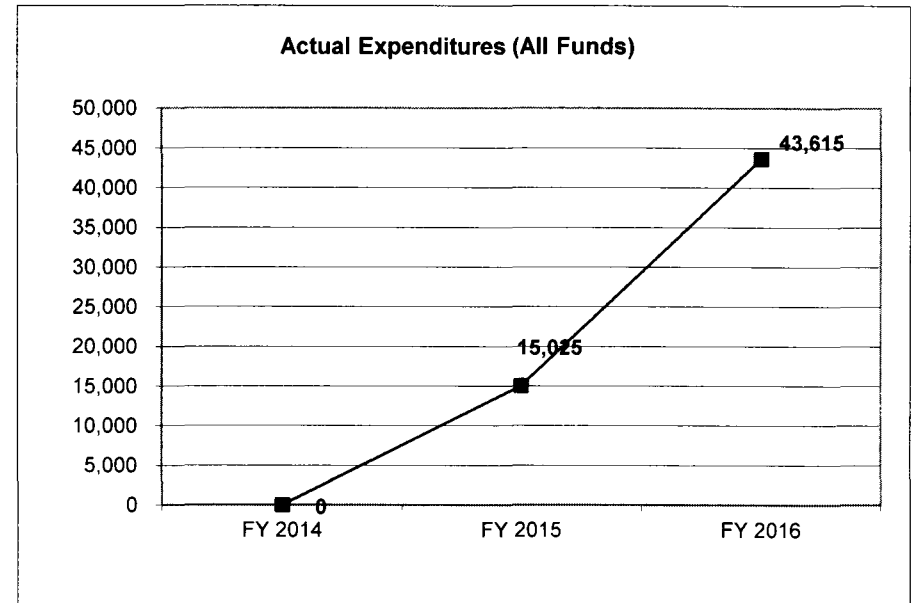
Missouri Historical Records Advisory Board (MHRAB)

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23143C
<b>Division</b>	Records Services		
<b>Core</b>	Federal Grants	<b>HB Section</b>	12.085

## **4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	15,000	50,000	50,000	50,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	0	15,025	43,615	N/A
Unexpended (All Funds)	15,000	34,975	6,385	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	15,000	34,975	6,385	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

**CORE RECONCILIATION DETAIL**

**SECRETARY OF STATE  
FEDERAL GRANTS**

**5. CORE RECONCILIATION DETAIL**

	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FEDERAL GRANTS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	581	0.00	2,560	0.00	2,560	0.00	2,560	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	830	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL DEVELOPMENT	13,745	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	2,214	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	25,995	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	155	0.00	0	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	95	0.00	341	0.00	341	0.00	341	0.00
<b>TOTAL - EE</b>	<b>43,615</b>	<b>0.00</b>	<b>2,913</b>	<b>0.00</b>	<b>2,913</b>	<b>0.00</b>	<b>2,913</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	0	0.00	47,086	0.00	47,086	0.00	47,086	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>47,087</b>	<b>0.00</b>	<b>47,087</b>	<b>0.00</b>	<b>47,087</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$43,615</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$43,615</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services

**Program is found in the following core budget(s):** Federal Grants

**1. What does this program do?**

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification, preservation and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning of projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Program and the Missouri Historical Records Grant Program.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMo 109.221; Federal Statute, 44 USC 25; 36 CFR 1206.

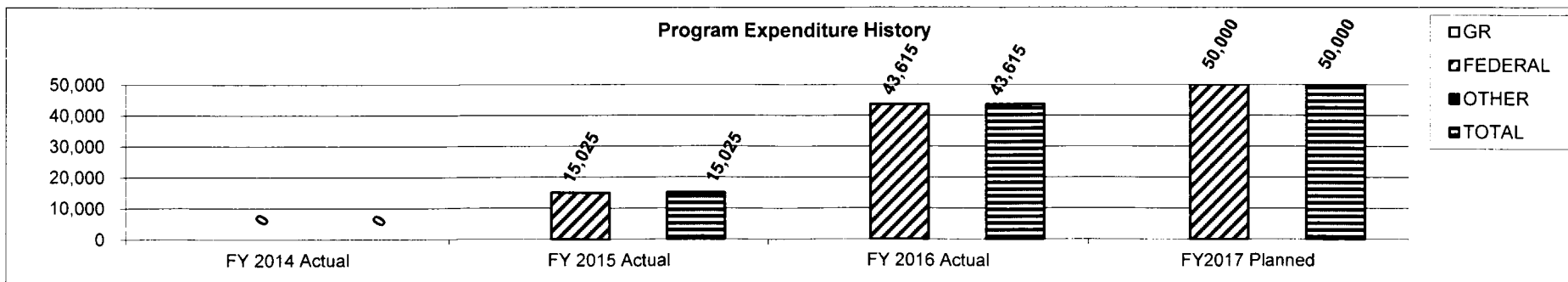
**3. Are there federal matching requirements? If yes, please explain.**

Yes, there is a 50/50 match for NHPRC federal grants

**4. Is this a federally mandated program? If yes, please explain.**

No. The federal government encourages states to have State Historical Record Advisory Boards and provides grant funding to those states who have boards.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services

**Program is found in the following core budget(s):** Federal Grants

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

From 2002-2013, the Missouri Historical Records Grant Program (MHRGP), a cooperative program of the MHRAB, National Historical Publications and Records Commission (NHPRC), and State of Missouri, awarded 157 community history regrants totaling \$841,979.67. In the last 3 years the MHRAB has also sponsored numerous professional development workshops across the state with a particular focus on the preservation of electronic records.

**7b. Provide an efficiency measure.**

The average grant amount awarded was \$5,363.

**7c. Provide the number of clients/individuals served, if applicable.**

The MHRAB has provided 157 grants through the MHRGP. In FY15 eighty-one records professionals from colleges/universities, historical societies, government, museums and religious organizations attended electronic records workshops.

**7d. Provide a customer satisfaction measure, if available.**

Workshop attendance allowed eleven participants to become eligible for Digital Archives Specialist Certification from the Society of American Archivists.



## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LOCAL RECORDS GRANTS</b>								
<b>CORE</b>								
PROGRAM-SPECIFIC								
LOCAL RECORDS PRESERVATION	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>	<b>400,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23160C
<b>Division</b>	Records Services		
<b>Core</b>	Local Records Grants	<b>HB Section</b>	12.090

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Local Records Preservation (0577)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

Local Records Grants facilitate more secure storage of, and faster access to, records produced by local government entities/political subdivisions with taxing authority to meet the information needs of public officials, private citizens, and general public interest. Public records security and access insures the preservation of public information of permanent intrinsic or historic value, and facilitates information access as required by state statutes, for both the record provider and the information seeker. Grant funds are available by means of dedicated user fees collected by county recorders of deeds. This fund provides financial resources beyond those of the awarded local entity to effectively maintain, manage, and preserve public records through sound records management policies and practices, archival preservation of long-term or historically significant records, as well as appropriate storage and access supplies.

#### 3. PROGRAM LISTING (list programs included in this core funding)

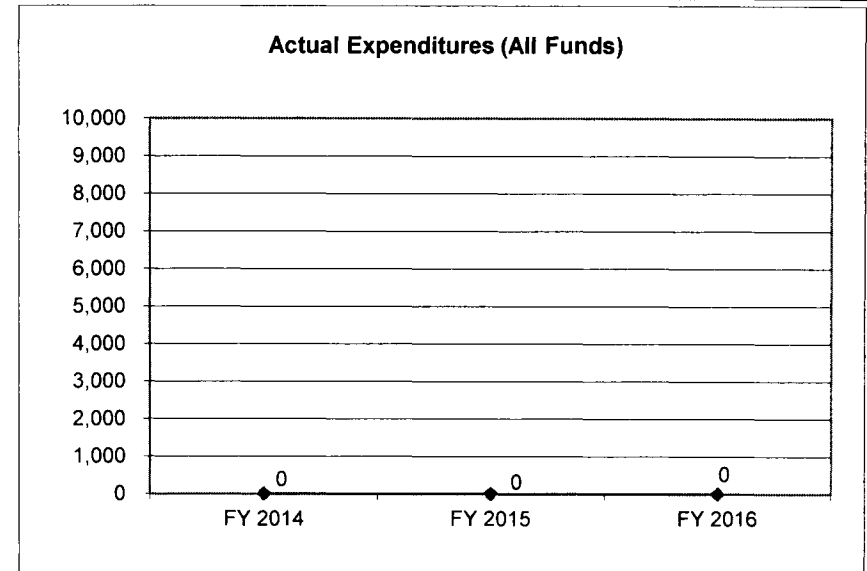
Local Records Preservation Grants

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23160C
<b>Division</b>	Records Services		
<b>Core</b>	Local Records Grants	<b>HB Section</b>	12.090

## **4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	400,000	400,000	400,000	400,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	400,000	400,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	400,000	400,000	400,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	400,000	400,000	400,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LOCAL RECORDS GRANTS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
GRAND TOTAL	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State  
**Program Name** Records Services  
**Program is found in the following core budget(s)** Local Records Grants

**1. What does this program do?**

Local Records Preservation Grants provide local governments or political subdivisions with taxing authority descriptive program/financial assistance and implementation guidance for approved records management and/or preservation projects. This successful program was reinstated for FY 17.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMO 59.319, 109.220

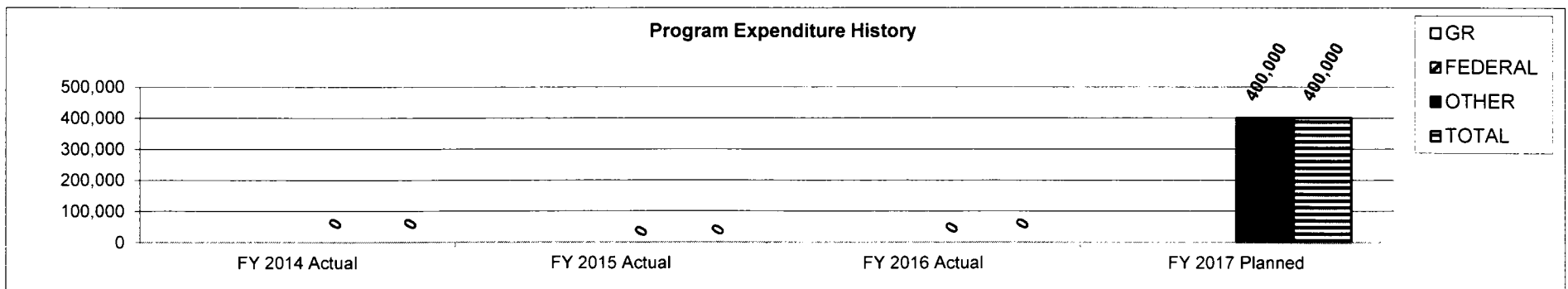
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services

**Program is found in the following core budget(s)** Local Records Grants

**6. What are the sources of the "Other " funds?**

Local Records Preservation Fund (0577)

**7a. Provide an effectiveness measure.**

**7b. Provide an efficiency measure.**

The average grant awarded was \$6,286.

**7c. Provide the number of clients/individuals served, if applicable.**

The Local Records Preservation Grant Program has funded 1,051 grants. These include 420 grants in 101 counties, 328 grants in 154 cities, 277 grants for 163 school districts, and an additional 26 grants were given to fire districts, water districts and other local government agencies.

**7d. Provide a customer satisfaction measure, if available.**

No formal measure exists.

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>DOCUMENT PRESERVATION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
STATE DOCUMENT PRESERVATION	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00	
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00	
PROGRAM-SPECIFIC									
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	1	0.00	1	0.00	
STATE DOCUMENT PRESERVATION	0	0.00	23,000	0.00	23,000	0.00	23,000	0.00	
TOTAL - PD	0	0.00	23,001	0.00	23,001	0.00	23,001	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>25,001</b>	<b>0.00</b>	<b>25,001</b>	<b>0.00</b>	<b>25,001</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,001</b>	<b>0.00</b>	<b>\$25,001</b>	<b>0.00</b>	<b>\$25,001</b>	<b>0.00</b>	

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**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Records Services/Archives  
**Core** Document Preservation

**Budget Unit** 23157C  
**HB Section** 12.095

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	2,000	2,000
PSD	0	0	23,000	23,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Document Preservation Fund (0836)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	2,000	2,000
PSD	0	0	23,000	23,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.

**3. PROGRAM LISTING (list programs included in this core funding)**

Document Preservation Fund

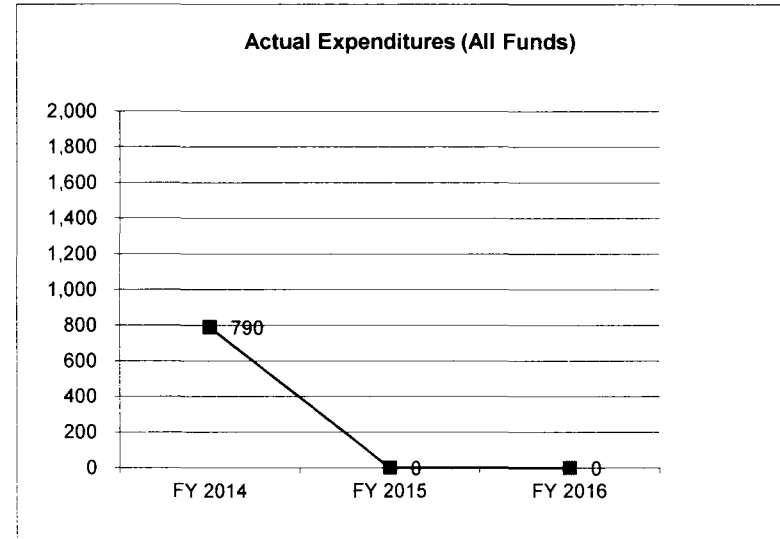
**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Records Services/Archives  
**Core** Document Preservation

**Budget Unit** 23157C  
**HB Section** 12.095

**4. FINANCIAL HISTORY**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Current Yr.
Appropriation (All Funds)	25,000	25,000	25,000	25,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	25,000	25,000	25,000	N/A
Actual Expenditures (All Funds)	790	0	0	N/A
Unexpended (All Funds)	24,210	25,000	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	24,210	25,000	25,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23157C
<b>Division</b>	Records Services/Archives		
<b>Core</b>	Missouri State Archives-St. Louis Center	<b>HB Section</b>	12.095

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	1	1
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	1	1
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

FTE	0.00	0.00	0.00	0.00
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: MO State Archives - St. Louis Trust (0770)

Other Funds:

**2. CORE DESCRIPTION**

RSMo 109.400 and 109.410 establish the Missouri State Archives' authority to create a records center in St. Louis with non-general revenue funds. The facility will centralize the housing of millions of historically valuable state and local government records in the St. Louis area. The Center's creation would be the result of a public-private partnership based on non-state funds. An initial endowment would be secured to help guarantee operating funds into the future. Should non-GR funding prove unavailable, the Center will not be created.

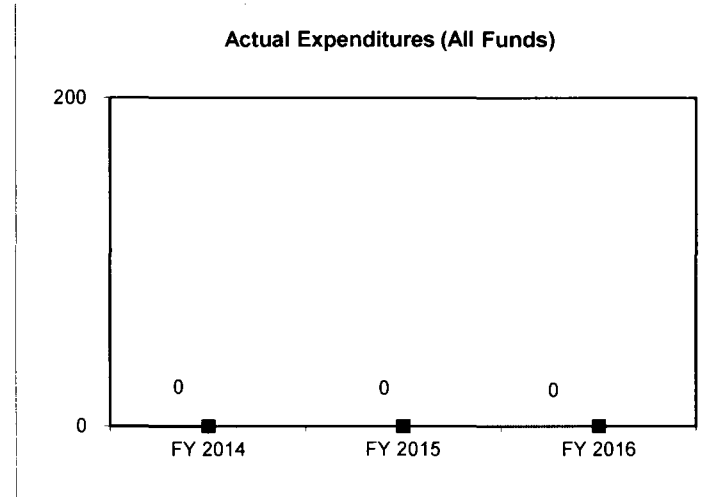
**3. PROGRAM LISTING (list programs included in this core funding)**

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23157C
<b>Division</b>	Records Services/Archives		
<b>Core</b>	Missouri State Archives-St. Louis Center	<b>HB Section</b>	12.095

## 4. FINANCIAL HISTORY

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Current Yr.
Appropriation (All Funds)	1	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
DOCUMENT PRESERVATION

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
DOCUMENT PRESERVATION								
CORE								
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00
PROGRAM DISTRIBUTIONS	0	0.00	23,000	0.00	23,000	0.00	23,000	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	23,001	0.00	23,001	0.00	23,001	0.00
GRAND TOTAL	\$0	0.00	\$25,001	0.00	\$25,001	0.00	\$25,001	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$25,001	0.00	\$25,001	0.00	\$25,001	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s)** Document Preservation

**1. What does this program do?**

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMo 109.005

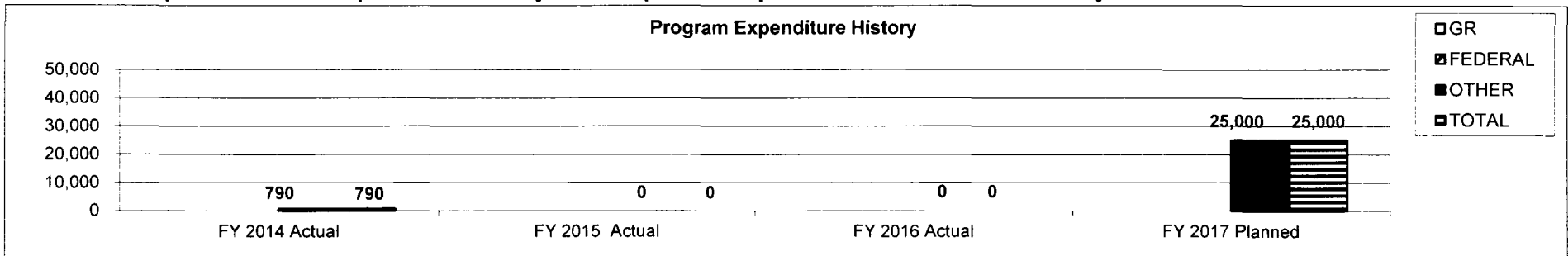
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Document Preservation (0836)

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s)** Document Preservation

**7a. Provide an effectiveness measure.**

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to almost none from 2009 to the present. More recent preservation and access projects include records for the Missouri Supreme Court, Union Veterans Home, and early Land Sales.

**7b. Provide an efficiency measure.**

See 7a and 7c.

**7c. Provide the number of clients/individuals served, if applicable.**

In FY16 the Missouri State Archives website received 18,232,378 hits.

**7d. Provide a customer satisfaction measure, if available.**

The Missouri State Archives has been recognized by Family Tree Magazine for 13 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s)** Missouri State Archives - St. Louis Center

**1. What does this program do?**

The facility would provide more complete and effective service for St. Louis City government offices and citizen researchers. Document storage in a records center is much less expensive than in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices. The facility would draw thousands of cultural tourists from across the United States -- principally family historians, but also academics and journalists. The creation of a St. Louis Center would allow records holders to concentrate more fully on pressing contemporary business without having the diversion of genealogical and other historical searches.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Statutory authorization RSMo 109.400 and 109.410.

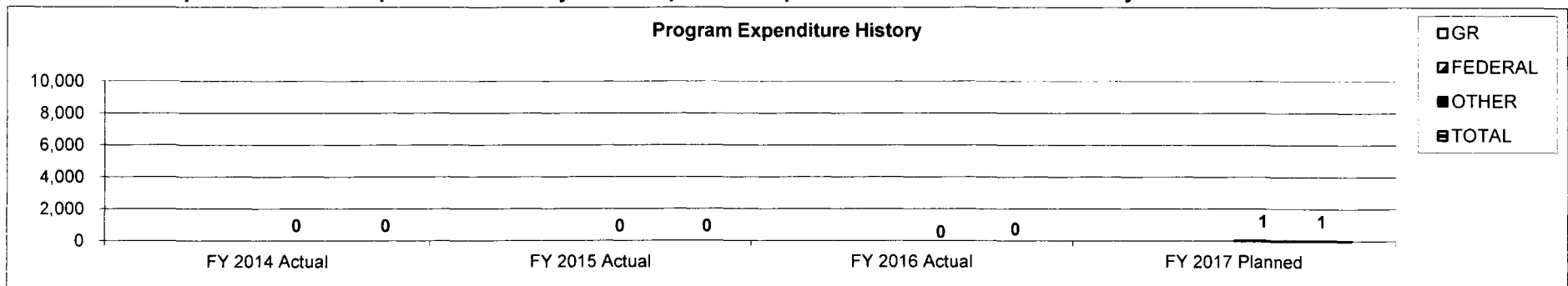
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s)** Missouri State Archives - St. Louis Center

**6. What are the sources of the "Other " funds?**

Missouri State Archives Trust (0770)

**7a. Provide an effectiveness measure.**

The cost of storing documents in a records center is much less than the cost of storing them in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices.

**7b. Provide an efficiency measure.**

Aggregate savings are contingent on participation in the project. No state or local government entity would be compelled to turn over records.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A



## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>STATE AID FOR PUBLIC LIBRARY</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
GENERAL REVENUE	723,776	0.00	2,723,776	0.00	2,723,776	0.00	723,776	0.00	
TOTAL - PD	723,776	0.00	2,723,776	0.00	2,723,776	0.00	723,776	0.00	
<b>TOTAL</b>	<b>723,776</b>	<b>0.00</b>	<b>2,723,776</b>	<b>0.00</b>	<b>2,723,776</b>	<b>0.00</b>	<b>723,776</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$723,776</b>	<b>0.00</b>	<b>\$2,723,776</b>	<b>0.00</b>	<b>\$2,723,776</b>	<b>0.00</b>	<b>\$723,776</b>	<b>0.00</b>	

**CORE DECISION ITEM**

**Department** Secretary of State  
**Division** Library Services  
**Core** State Aid for Public Libraries

**Budget Unit** 23515C  
**HB Section** 12.100

**1. CORE FINANCIAL SUMMARY**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,723,776	0	0	2,723,776
TRF	0	0	0	0
<b>Total</b>	<b>2,723,776</b>	<b>0</b>	<b>0</b>	<b>2,723,776</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	723,776	0	0	723,776
TRF	0	0	0	0
<b>Total</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

Under the Missouri Constitution and state statutes, the General Assembly appropriates funds to support public libraries. State aid is appropriated to libraries that have a minimum voted tax or local government support equal to ten cents per \$100 of assessed valuation. Libraries use these funds to improve information access and develop stronger library services for Missouri citizens. Funds are distributed to public libraries on a per capita basis and to libraries in less affluent counties for equalization aid as determined by RSMo 181.060.

**3. PROGRAM LISTING (list programs included in this core funding)**

State Aid to Public Libraries

**CORE DECISION ITEM**

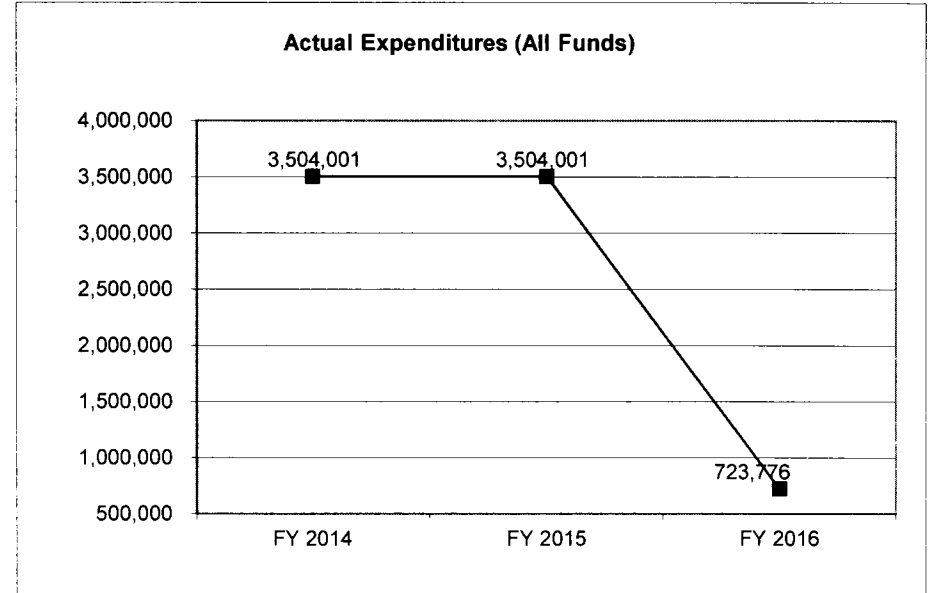
**Department** Secretary of State  
**Division** Library Services  
**Core** State Aid for Public Libraries

**Budget Unit** 23515C

**HB Section** 12.100

**4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	3,504,001	3,504,001	723,776	2,723,776
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	(2,000,000)
Budget Authority (All Funds)	3,504,001	3,504,001	723,776	723,776
Actual Expenditures (All Funds)	3,504,001	3,504,001	723,776	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

**NOTES:**

State aid for public libraries is a two part program; aid distributed to libraries based on population, and an equalization program to help libraries in less affluent counties.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
STATE AID FOR PUBLIC LIBRARY

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	2,723,776	0	0	2,723,776	
	<b>Total</b>	<b>0.00</b>	<b>2,723,776</b>	<b>0</b>	<b>0</b>	<b>2,723,776</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	2,723,776	0	0	2,723,776	
	<b>Total</b>	<b>0.00</b>	<b>2,723,776</b>	<b>0</b>	<b>0</b>	<b>2,723,776</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	1651 4196 PD	0.00	(2,000,000)	0	0	(2,000,000)	
<b>NET GOVERNOR CHANGES</b>		<b>0.00</b>	<b>(2,000,000)</b>	<b>0</b>	<b>0</b>	<b>(2,000,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	723,776	0	0	723,776	
	<b>Total</b>	<b>0.00</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	723,776	0.00	2,723,776	0.00	2,723,776	0.00	723,776	0.00
TOTAL - PD	723,776	0.00	2,723,776	0.00	2,723,776	0.00	723,776	0.00
GRAND TOTAL	\$723,776	0.00	\$2,723,776	0.00	\$2,723,776	0.00	\$723,776	0.00
GENERAL REVENUE	\$723,776	0.00	\$2,723,776	0.00	\$2,723,776	0.00	\$723,776	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** State Aid for Public Libraries

**Program is found in the following core budget(s)** State Aid for Public Libraries

### 1. What does this program do?

State Aid for Public Libraries makes a vital contribution to improving public library services for Missourians. The program provides funds to public libraries that meet the requirements specified in the Missouri Constitution, Article IX, Section 10 and in RSMo 181.060. Public libraries having a minimum voted tax of local government support equal to ten cents per \$100 of assessed valuation are eligible to receive funds from this program. The average tax rate is set at \$.19.

While public libraries in Missouri are funded primarily through property taxes, this program provides funds that help bridge local variations in funding due to differences in local property valuations and voted tax rates. In large cities and small towns alike, libraries serve as community anchors and provide baseline access to government services, economic opportunity, and support for students. In many communities, public libraries provide the only no cost high speed internet access, heavily used by people seeking jobs, filling out application forms, researching business opportunities, participating in online classes, or filing their taxes. For children, public libraries support early learning and education through storytimes, summer reading programs, and help with homework. State aid funds are used for computer technology or other equipment, Internet connectivity, print and digital resources, and library staff.

State aid applications are submitted annually for review and certification by the State Librarian. Once approved, local library boards of trustees decide the allocation of these funds according to the highest local needs and priorities.

The Secretary of State and the State Library provide service guidelines through the Missouri Public Library Standards. These Standards provide benchmarks for per capita income, hours of service, amount of funds to be budgeted for library collections, and guidelines for determining current and future community technology needs. Many libraries in Missouri currently struggle to meet the Missouri Public Library Standards. State aid funding provides modest support for libraries moving to meet the benchmarks.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable).

RSMo Ch. 181.060; Mo Constitution, Article IX, Section 10

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** State Aid for Public Libraries

**Program is found in the following core budget(s)** State Aid for Public Libraries

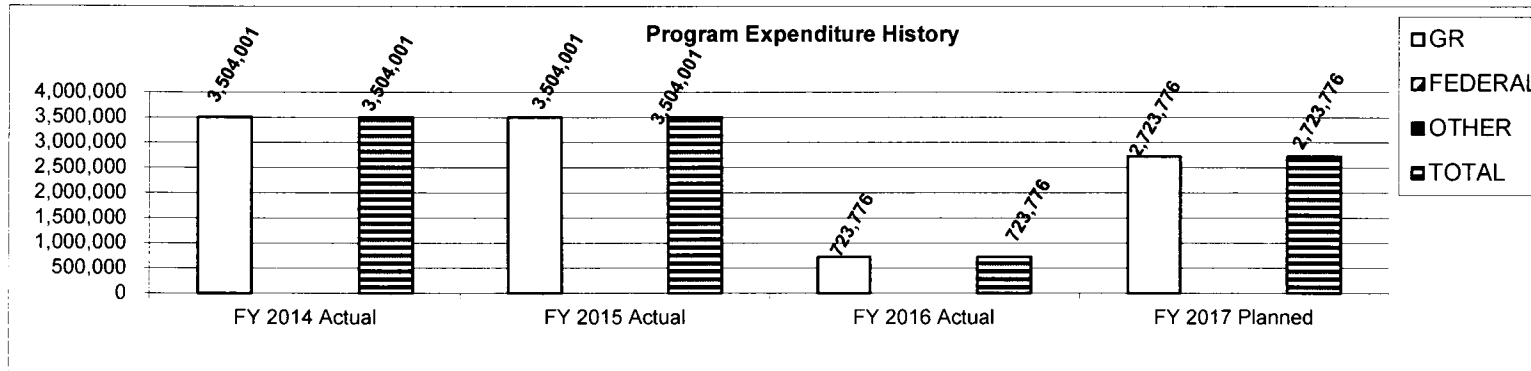
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Most Missourians recognize the value of library service, and have a library card.

Number of Missourians with a library card, from statistical report

Percent of population of library districts

Total Materials borrowed from libraries

2012	2013	2014	2015
3,321,114	3,293,338	3,289,275	3,321,104
60.93%	60.20%	60.07%	60.64%
54,366,156	56,141,122	55,722,391	54,844,567

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** State Aid for Public Libraries

**Program is found in the following core budget(s)** State Aid for Public Libraries

**7b. Provide an efficiency measure.**

Many Missourians rely on their local library for access to the Internet. Libraries provide Internet access using high speed connections at no charge for the user. This provides high quality and efficiency for the user.

Note, this chart does not include sessions held at the library where a personal device is used to connect to the library's Wi-Fi network. Accurate and consistent statistics of Wi-Fi usage at libraries are not yet available.

	2012	2013	2014	2015
Public Internet Computers provided	4,909	4,931	4,945	5,077
Uses of Library-provided Computers	6,536,381	6,799,404	6,376,873	6,048,088

**7c. Provide the number of clients/individuals served, if applicable.**

	FY2014	FY2015	FY2016	FY2017- Projected
Eligible library districts	165	166	166	166
Population	5,470,525	5,476,144	5,476,144	5,476,272

**7d. Provide a customer satisfaction measure, if available.**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
REAL									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	750,000	0.00	750,000	0.00	0	0.00	
TOTAL - PD	0	0.00	750,000	0.00	750,000	0.00	0	0.00	
TOTAL	2,000,000	0.00	2,750,000	0.00	2,750,000	0.00	2,000,000	0.00	
GRAND TOTAL	\$2,000,000	0.00	\$2,750,000	0.00	\$2,750,000	0.00	\$2,000,000	0.00	

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23520C
<b>Division</b>	Library Services		
<b>Core</b>	REAL Program	<b>HB Section</b>	12.102

## 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	2,750,000	0	0	2,750,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,750,000</b>	<b>0</b>	<b>0</b>	<b>2,750,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	2,000,000	0	0	2,000,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The REAL Program provides Internet access, peripheral items, training and technical support for public libraries and licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet. The Missouri Research and Educational Network (MOREnet) maintains a high-capacity, high speed telecommunications network in the State of Missouri.

## 3. PROGRAM LISTING (list programs included in this core funding)

The Remote Electronic Access for Libraries (REAL) Program

# CORE DECISION ITEM

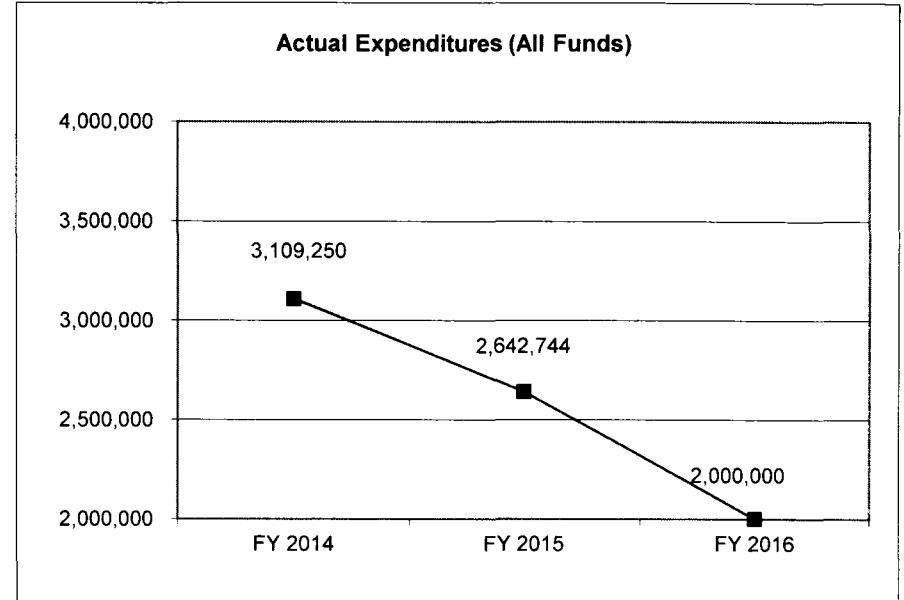
<b>Department</b>	Secretary of State
<b>Division</b>	Library Services
<b>Core</b>	REAL Program

**Budget Unit** 23520C

**HB Section** 12.102

## 4. FINANCIAL HISTORY

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	3,109,250	3,109,250	2,000,000	2,750,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	(750,000)
Budget Authority (All Funds)	3,109,250	3,109,250	2,000,000	N/A
Actual Expenditures (All Funds)	3,109,250	2,642,744	2,000,000	N/A
Unexpended (All Funds)	0	466,506	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

In FY15, appropriated funds were not released until April 2015. Some program activities could not be completed in time to use all appropriated funds.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
REAL

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	PD	0.00	750,000	0	0	750,000	
	<b>Total</b>	<b>0.00</b>	<b>2,750,000</b>	<b>0</b>	<b>0</b>	<b>2,750,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	PD	0.00	750,000	0	0	750,000	
	<b>Total</b>	<b>0.00</b>	<b>2,750,000</b>	<b>0</b>	<b>0</b>	<b>2,750,000</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	1652 1048 PD	0.00	(750,000)	0	0	(750,000)	
<b>NET GOVERNOR CHANGES</b>		<b>0.00</b>	<b>(750,000)</b>	<b>0</b>	<b>0</b>	<b>(750,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	PD	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>REAL</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
PROGRAM DISTRIBUTIONS	0	0.00	750,000	0.00	750,000	0.00	0	0.00
TOTAL - PD	0	0.00	750,000	0.00	750,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,750,000</b>	<b>0.00</b>	<b>\$2,750,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$2,000,000	0.00	\$2,750,000	0.00	\$2,750,000	0.00	\$2,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

### 1. What does this program do?

The REAL Program provides Internet access, network security, training, technical support, and peripheral services for public libraries, as well as licensing of shared electronic reference resources available to Missouri's participating public libraries, K-12 schools, higher education institutions and state agencies.

Public libraries serve as the sole source of high speed Internet access for many Missourians, especially in our rural communities. In order for Missourians to compete in an online environment for jobs and business revenue, they need a basic level of computer skills and access to Internet resources. Public libraries provide urban and rural low-to-moderate income families with the only widely available Internet access and electronic resources to gain the knowledge required to compete in an ever-increasing online economy. Via their local library's high speed Internet access, patrons access government forms, apply for jobs and receive essential online training courses. As schools continue to increase their use of electronic resources in their curricula, public libraries often provide the only means for students to complete research and online assignments outside school hours, particularly for those who have no Internet-enabled device or lack reliable Internet access at home.

To meet the ongoing demand for Internet access to serve their local communities, the three-year average bandwidth growth across all REAL Program participating library connections is more than 30%. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, no REAL participating library connection meets the ALA recommendations.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, general practice tests including citizenship and college entrance exams, as well as resources for health, business, and other popular research topics. These services are heavily used by all types of libraries and are also available to state agencies. Without this program, most public libraries and schools would not be able to afford access to electronic information resources. Those that are able to afford access would individually pay a considerably higher per capita cost for these resources, thus wasting scarce taxpayer dollars. For example, the cost for one such statewide product license is \$650,726 in FY17. If instead of a statewide license, every participating K-12 school, public library and higher education institution had to acquire its own individual license, the total cost to taxpayers would exceed an estimated \$10 million.

The Missouri Research and Education Network (MOREnet) offers essential technical services and maintains a high-capacity, high-speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Mo. Constitution, Article IX, Section 10  
RSMo Ch. 181

### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

## PROGRAM DESCRIPTION

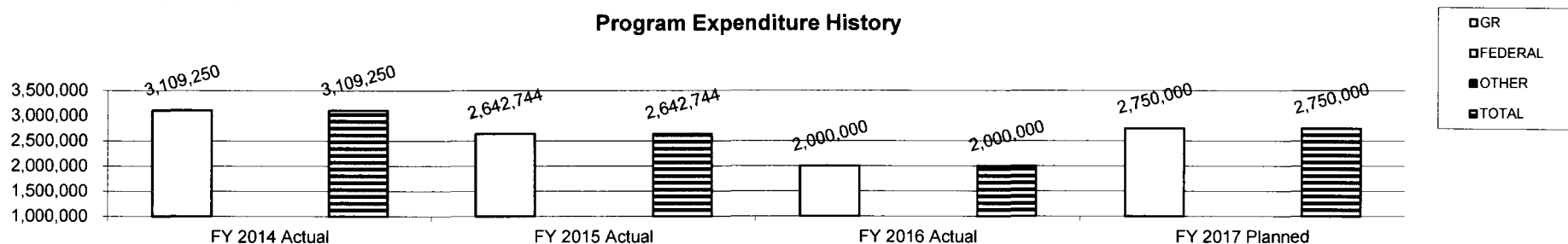
**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

**Program Expenditure History**



**6. What are the sources of the "Other " funds?**

None

**7a. Provide an effectiveness measure.**

Electronic Resource Usage

The electronic resources provided by the REAL Program provide important reference information to residents throughout the state. Not only are these services heavily used by public libraries and the people they serve, these resources are essential to K-12 and higher education libraries and classrooms and the students they serve. Without these shared resources, most public libraries and schools will not be able to afford access to electronic information resources, and the few able to afford to pay for individual access would pay more in total.

Electronic Resources Usage

	FY 2014	FY 2015	FY 2016*	Proj FY 2017	Proj FY 2018
General Periodical/K-12 Reference Searches	85,192,526	80,189,697	68,279,525	70,327,911	72,437,748

\*Note in FY2016 the subscription to Gale Discovering Collection was canceled due to budget constraints.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

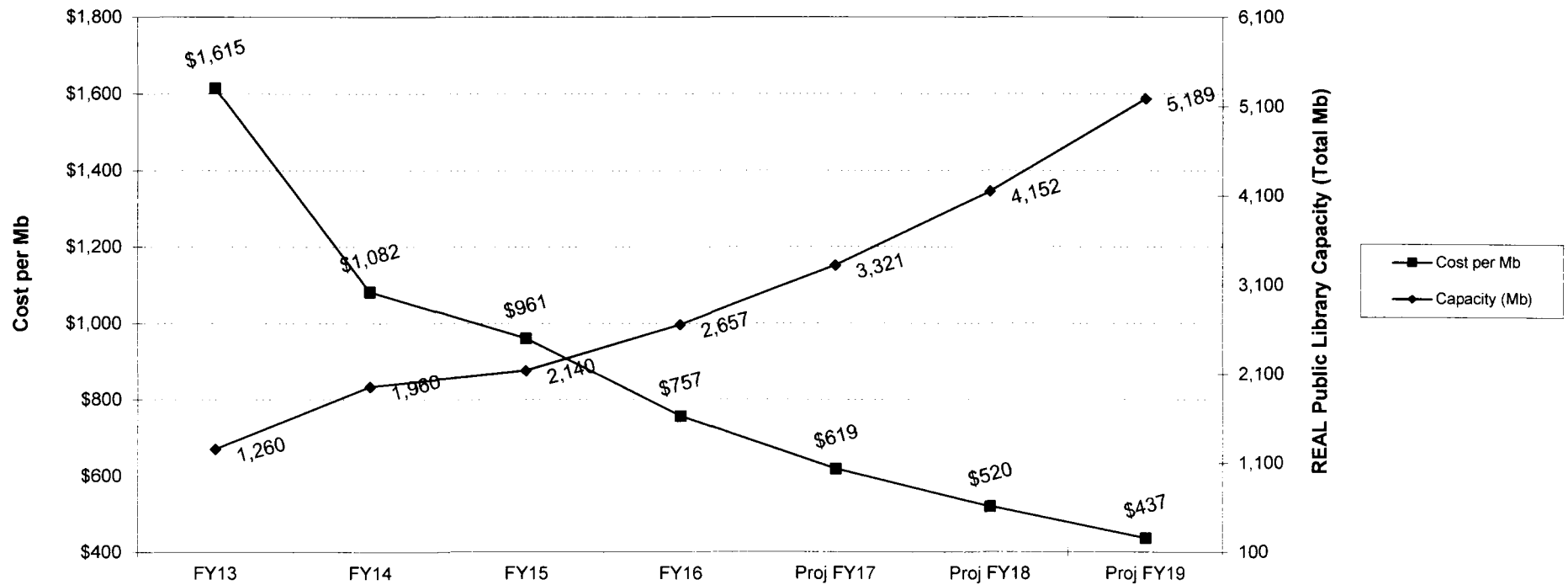
**Program is found in the following core budget(s):** REAL Program

### 7b. Provide an efficiency measure.

#### Demand Growth and Cost Efficiency: Capacity and Cost per Megabit (Mbps)

The demand for Internet connectivity at public libraries continues to grow. Additional workstation, wireless devices, and greater use of electronic resources and communications by library patrons and staff continue to push demands for capacity higher and higher.

By leveraging collective purchasing power, per Mb costs are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed REAL to meet the ongoing demand for increased bandwidth capacity with existing resources.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

**7c. Provide the number of clients/individuals served, if applicable.**

	FY 2014 <sup>1</sup>	FY 2015 <sup>2</sup>	FY 2016 <sup>3</sup>	Projected FY 2017	Projected FY 2018
Number of libraries participating	132	120	119	123	126
Total eligible	146	146	146	146	146
Percent of eligible library districts	90.4%	82.2%	81.5%	84.0%	86.5%

<sup>1</sup> In FY14, McDonald County cancelled all services. Fisk Community Library was no longer eligible for the REAL Program and Jackson Public Library merged with a regional system.

<sup>2</sup> In FY15, due to the REAL Program funding withhold, a total of 12 library systems cancelled services and withdrew from the REAL Program.

<sup>3</sup> In FY16, Willow Springs Public Library cancelled all services and left the REAL Program.

**7d. Provide a customer satisfaction measure, if available.**

All participants contacting our support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in five areas: Staff Knowledge, Effectiveness of Solution, Timeliness of Resolution, Staff Communication, and Courteous Service. The data shown below is averaged across all public library participants, types of assistance and areas of performance. Since FY14, 98% of respondents report they are satisfied with the service received from the help desk.

	FY 2014	FY 2015	FY 2016	Projected FY 2017	Projected FY 2018
Percent satisfied with help desk service	98.0%	98.0%	98.0%	98.0%	98.0%

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FEDERAL AID FOR PUBLIC LIBRAR</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
SEC OF STATE-FEDERAL FUNDS	654,877	0.00	831,508	0.00	831,508	0.00	831,508	0.00
TOTAL - EE	654,877	0.00	831,508	0.00	831,508	0.00	831,508	0.00
PROGRAM-SPECIFIC								
SEC OF STATE-FEDERAL FUNDS	2,131,155	0.00	3,293,492	0.00	3,293,492	0.00	3,293,492	0.00
TOTAL - PD	2,131,155	0.00	3,293,492	0.00	3,293,492	0.00	3,293,492	0.00
<b>TOTAL</b>	<b>2,786,032</b>	<b>0.00</b>	<b>4,125,000</b>	<b>0.00</b>	<b>4,125,000</b>	<b>0.00</b>	<b>4,125,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,786,032</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23722C
<b>Division</b>	Library Services		
<b>Core</b>	Federal Aid to Public Libraries	<b>HB Section</b>	12.105

## 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	831,508	0	831,508
PSD	0	3,293,492	0	3,293,492
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	831,508	0	831,508
PSD	0	3,293,492	0	3,293,492
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages. Libraries have identified needs to make increased use of technology and train staff and library users in its effective use. This implements the Missouri State Library's long-range plan to use federal funds to develop stronger library services.

## 3. PROGRAM LISTING (list programs included in this core funding)

Federal Aid for Public Libraries

# CORE DECISION ITEM

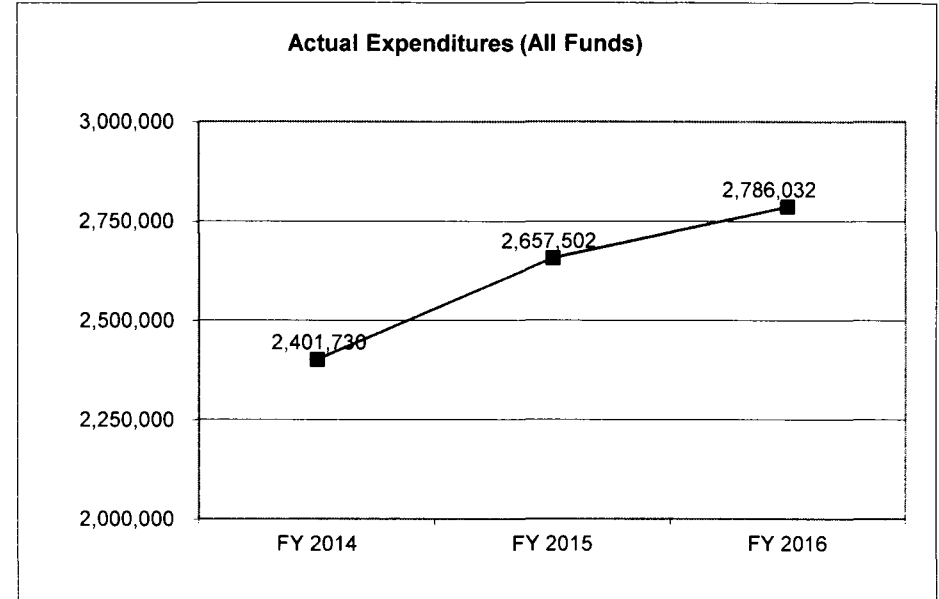
<b>Department</b>	Secretary of State
<b>Division</b>	Library Services
<b>Core</b>	Federal Aid to Public Libraries

**Budget Unit** 23722C

**HB Section** 12.105

## 4. FINANCIAL HISTORY

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	4,125,000	4,125,000	4,125,000	4,125,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,125,000	4,125,000	4,125,000	N/A
Actual Expenditures (All Funds)	2,401,730	2,657,502	2,786,032	N/A
Unexpended (All Funds)	1,723,270	1,467,498	1,338,968	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	1,723,270	1,467,498	1,338,968	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

### NOTES:

LSTA funds may be spent over a two year period. Sufficient appropriation authority is needed to allow for fund management during periods when funds are encumbered from two grant allocations.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
FEDERAL AID FOR PUBLIC LIBRAR

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	



# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FEDERAL AID FOR PUBLIC LIBRAR</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	123	0.00	12,000	0.00	12,000	0.00	12,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	1,520	0.00	38,000	0.00	38,000	0.00	38,000	0.00
PROFESSIONAL DEVELOPMENT	364	0.00	45,000	0.00	45,000	0.00	45,000	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	652,870	0.00	724,299	0.00	724,299	0.00	724,299	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,201	0.00	1,201	0.00	1,201	0.00
MISCELLANEOUS EXPENSES	0	0.00	10,000	0.00	10,000	0.00	10,000	0.00
<b>TOTAL - EE</b>	<b>654,877</b>	<b>0.00</b>	<b>831,508</b>	<b>0.00</b>	<b>831,508</b>	<b>0.00</b>	<b>831,508</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	2,131,155	0.00	3,293,491	0.00	3,293,491	0.00	3,293,491	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
<b>TOTAL - PD</b>	<b>2,131,155</b>	<b>0.00</b>	<b>3,293,492</b>	<b>0.00</b>	<b>3,293,492</b>	<b>0.00</b>	<b>3,293,492</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,786,032</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$2,786,032</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Services

**Program is found in the following core budget(s)** Federal Aid for Public Libraries

### 1. What does this program do?

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages, including targeted populations. The Missouri State Library is the State Library Administrative Agency for LSTA funds awarded annually to Missouri. Based on needs identified by Missouri libraries and a formal evaluation of the 2008-2012 State Five Year Plan, approved by the Institute for Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2013-2017. As required, the Plan was approved by the Institute for Museum and Library Services .

To implement the 2013-2017 Five Year Plan, the Missouri State Library developed programs to :

1. Build and sustain information resources
2. Target library and information services
3. Strengthen the library workforce

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Library Services and Technology Act; Public Law 104-208 as amended.

### 3. Are there federal matching requirements? If yes, please explain.

Yes, states must provide a 34% match in general revenue funding. States are also required to maintain their level of effort of expenditures for libraries purposes, as calculated over a 3-year average.

### 4. Is this a federally mandated program? If yes, please explain.

All states receive funds under The Museum and Library Services Act of 2010. Funds are calculated by formula under the law and reserved to the states.

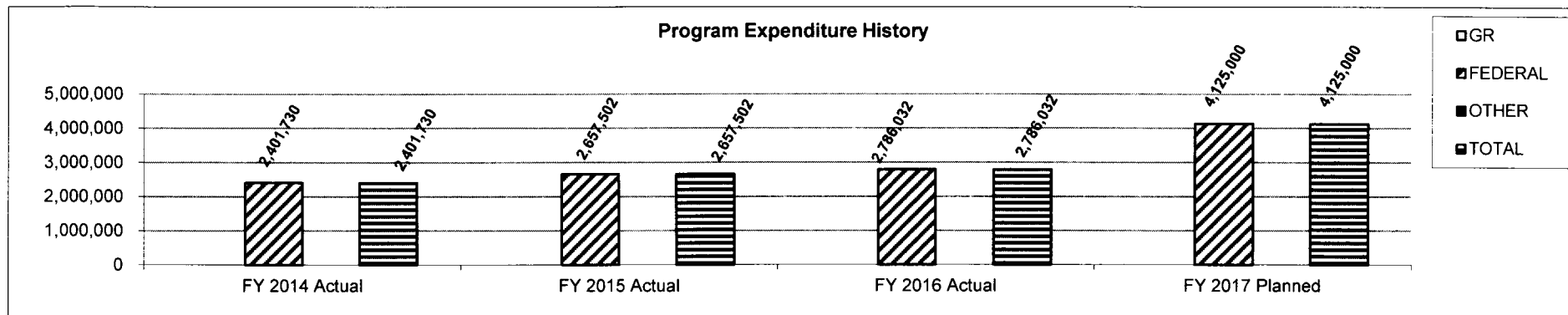
## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Services

**Program is found in the following core budget(s)** Federal Aid for Public Libraries

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

All grant applications require detailed evaluation plans. For state FY16, 185 of 192 grant applications were awarded LSTA funding. This indicates most libraries submitting applications were able to follow grant guidelines and propose projects that met requirements for appropriate use of funds in their communities. Grantees are required to report impact of their individual projects, and describe how services are improved through acquisition of up-to-date technology, or programs to reach populations with difficulty using libraries due to transportation or other barriers. The LSTA 2008-2012 plan evaluation showed 72% of public libraries consider LSTA-funded opportunities as Very Important or Critical in being able to serve clients well.

**7b. Provide an efficiency measure.**

New project managers and others needing to be updated on grant guidelines participated in training sessions to increase their understanding of requirements for grant management. Libraries participating in training exhibit better compliance with reporting deadlines and providing information needed to document grant activity. Survey results from the LSTA FY2008-2012 evaluation show that staff feel well supported in the application process, with 84% rating the guidance provided as very good or excellent.

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Services

**Program is found in the following core budget(s)** Federal Aid for Public Libraries

**7c. Provide the number of clients/individuals served, if applicable.**

Number and grant award amounts of local library

	FY2014	FY2015	FY2016
Local Library Project Grants	156	207	185
Amount Awarded	\$1,619,121	\$1,622,622	\$1,784,676

In FY2014, the Missouri State Library launched an early literacy initiative to train library staffs in improving and expanding early literacy services to help Missouri's children be ready to read and to learn when they start school.

	FY2014	FY2015	FY2016
Participating public libraries	47	99	110
Library Service Population	4,389,240	4,893,461	5,142,957

**7d. Provide a customer satisfaction measure, if available.**

Library staff give consistently high ratings to training provided, whether in person or online.

	FY2014	FY2015	FY2016
Training sessions**	325	440	603
Attendance	1,869	2,449	2,610

Surveys results from the LSTA FY2008-2012 evaluation show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services.

\*\*Please note an online continuing education service started in January 2015.

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>LIBRARY NETWORKING FUND</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
LIBRARY NETWORKING FUND	880	0.00	25,001	0.00	25,001	0.00	25,001	0.00	
TOTAL - EE	880	0.00	25,001	0.00	25,001	0.00	25,001	0.00	
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	779,481	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00	
TOTAL - PD	779,481	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00	
<b>TOTAL</b>	<b>780,361</b>	<b>0.00</b>	<b>1,110,000</b>	<b>0.00</b>	<b>1,110,000</b>	<b>0.00</b>	<b>1,110,000</b>	<b>0.00</b>	
<b>Library Networking Increase - 1231001</b>									
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	0	0.00	0	0.00	3,070,000	0.00	0	0.00	
TOTAL - PD	0	0.00	0	0.00	3,070,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>3,070,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$780,361</b>	<b>0.00</b>	<b>\$1,110,000</b>	<b>0.00</b>	<b>\$4,180,000</b>	<b>0.00</b>	<b>\$1,110,000</b>	<b>0.00</b>	

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### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services		
<b>Core</b>	Library Networking Fund	<b>HB Section</b>	12.110

#### 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	1,084,999	1,084,999
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	1,084,999	1,084,999
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

#### 2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Library Networking Fund

# **CORE DECISION ITEM**

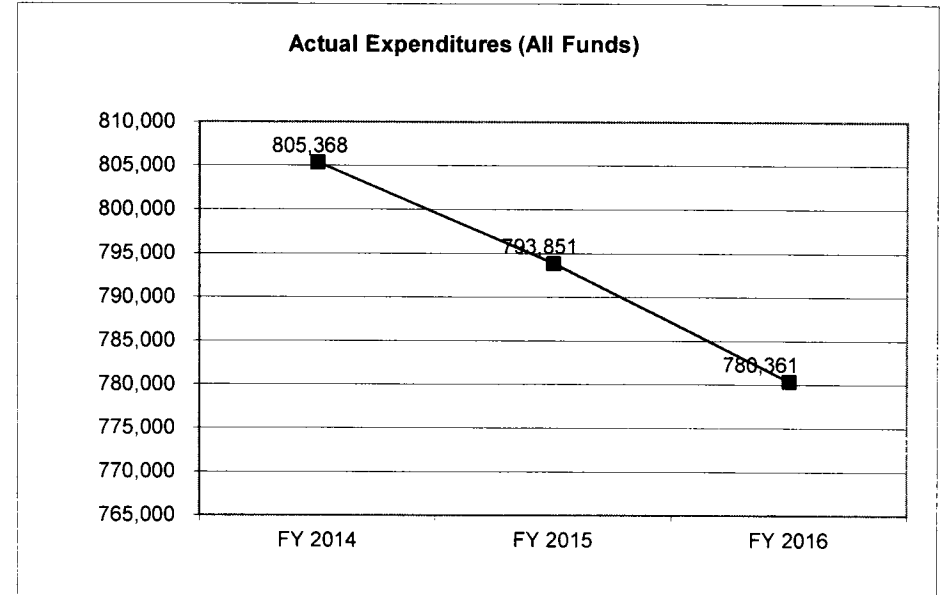
<b>Department</b>	Secretary of State
<b>Division</b>	Library Services
<b>Core</b>	Library Networking Fund

**Budget Unit** 23727C

**HB Section** 12.110

## **4. FINANCIAL HISTORY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Current Yr.</b>
Appropriation (All Funds)	2,300,000	900,000	900,000	1,110,000
Less Reverted (All Funds)	0	0	0	(105,000)
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,300,000	900,000	900,000	N/A
Actual Expenditures (All Funds)	805,368	793,851	780,361	N/A
Unexpended (All Funds)	1,494,632	106,149	119,639	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,494,632	106,149	119,639	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

## **NOTES:**

New Decision Item Requests are completed each fiscal year for 10% of estimated A & E tax collections, for both the Library Networking Fund and the Transfer into the Library Networking Fund. Payments are made to assist public libraries to the extent of the appropriated amount and accrued interest.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LIBRARY NETWORKING FUND

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,110,000</b>	<b>1,110,000</b>	



# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
TRAVEL, OUT-OF-STATE	880	0.00	1,500	0.00	1,500	0.00	1,500	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	1,501	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROFESSIONAL SERVICES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OTHER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	5,500	0.00
TOTAL - EE	880	0.00	25,001	0.00	25,001	0.00	25,001	0.00
PROGRAM DISTRIBUTIONS	779,481	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00
TOTAL - PD	779,481	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00
GRAND TOTAL	\$780,361	0.00	\$1,110,000	0.00	\$1,110,000	0.00	\$1,110,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$780,361	0.00	\$1,110,000	0.00	\$1,110,000	0.00	\$1,110,000	0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State, Library Services

**Program Name** Library Networking Fund

**Program is found in the following core budget(s)** Library Networking Fund

### 1. What does this program do?

This program provides funds to Missouri public libraries for books in any format, audio, video, and other information resources to meet citizens' needs for learning and authoritative information. In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning, whether or not they can afford to purchase them. Reading aloud to young children has been found to be a major factor in school readiness and later reading achievement. Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athlete income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions, grants and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift or grant. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

### 3. Are there federal matching requirements? If yes, please explain.

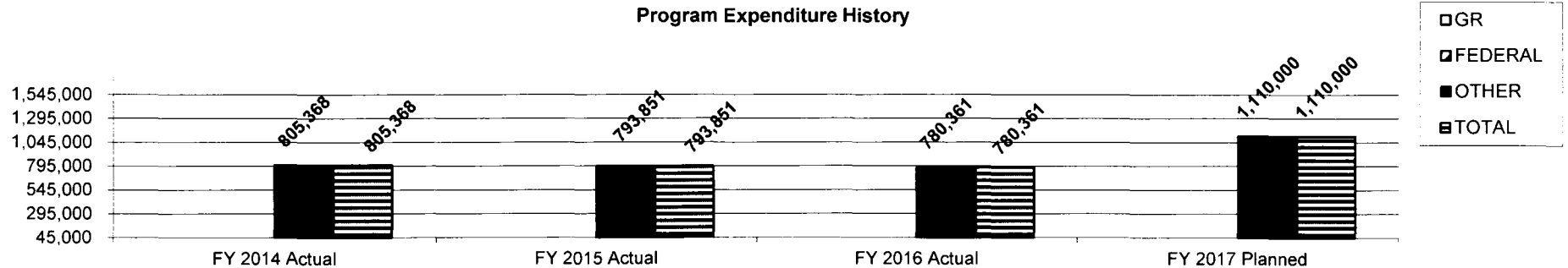
No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

Program Expenditure History



# PROGRAM DESCRIPTION

**Department** Secretary of State, Library Services

**Program Name** Library Networking Fund

**Program is found in the following core budget(s)** Library Networking Fund

## 6. What are the sources of the "Other " funds?

Library Networking Fund (0822)

## 7a. Provide an effectiveness measure.

	2013 (FY14)	2014 (FY15)	2015 (FY16)
Total materials circulated, per statistical report	56,141,122	55,722,391	54,844,567
Materials circulated per person	10.260	10.180	10.012

## 7b. Provide an efficiency measure.

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

<u>Summer Reading Club:</u>	2014	2015*	2016**
Children's summer reading club participants	226,087	168,457	157,366
Teen summer reading club participants	61,483	29,492	25,484

\*Note a large library system changed its tradition summer reading program to an online version which greatly impacted the participant count.

\*\*Note two large library systems had branches closed due to renovation.

## 7c. Provide the number of clients/individuals served, if applicable.

	2013 (FY14)	2014 (FY15)	2015 (FY16)
Eligible library districts, per FY	165	166	166
Population of library districts	5,470,525	5,476,144	5,476,144

## 7d. Provide a customer satisfaction measure, if available.

Individual libraries survey their users on satisfaction with services provided.

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>LIBRARY NETWORKING-TRANSFER</b>									
<b>CORE</b>									
FUND TRANSFERS									
GENERAL REVENUE	776,000	0.00	1,010,000	0.00	1,010,000	0.00	800,000	0.00	
TOTAL - TRF	776,000	0.00	1,010,000	0.00	1,010,000	0.00	800,000	0.00	
<b>TOTAL</b>	<b>776,000</b>	<b>0.00</b>	<b>1,010,000</b>	<b>0.00</b>	<b>1,010,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	
<b>A &amp; E Transfer Increase - 1231002</b>									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	3,070,000	0.00	0	0.00	
TOTAL - TRF	0	0.00	0	0.00	3,070,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>3,070,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$776,000</b>	<b>0.00</b>	<b>\$1,010,000</b>	<b>0.00</b>	<b>\$4,080,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	

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# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services		
<b>Core</b>	Library Networking Fund Transfer	<b>HB Section</b>	12.115

## 1. CORE FINANCIAL SUMMARY

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	1,010,000	0	0	1,010,000
<b>Total</b>	<b>1,010,000</b>	<b>0</b>	<b>0</b>	<b>1,010,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	800,000	0	0	800,000
<b>Total</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

## 3. PROGRAM LISTING (list programs included in this core funding)

Library Networking Fund

### CORE DECISION ITEM

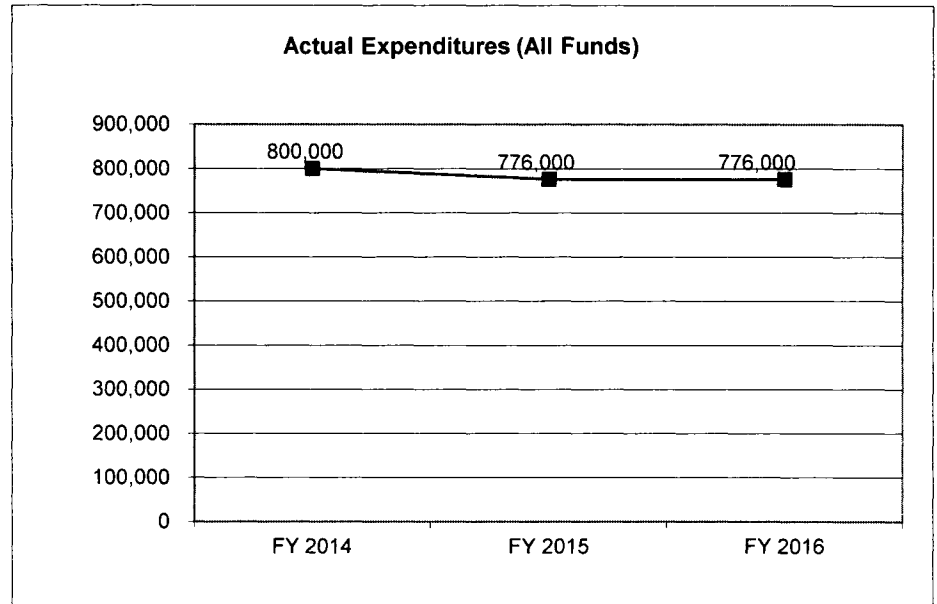
**Department** Secretary of State  
**Division** Library Services  
**Core** Library Networking Fund Transfer

**Budget Unit** 23727C

**HB Section** 12.115

#### 4. FINANCIAL HISTORY

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Current Yr.
Appropriation (All Funds)	800,000	800,000	800,000	1,010,000
Less Reverted (All Funds)	0	(24,000)	(24,000)	(27,150)
Less Restricted (All Funds)	0		0	(210,000)
Budget Authority (All Funds)	800,000	776,000	776,000	N/A
Actual Expenditures (All Funds)	800,000	776,000	776,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

New Decision requests, for 10% of estimated A & E tax collections, were made in FY14, FY15, FY16 and FY17. In FY14, \$800,000 was appropriated and used to aid public libraries. In FY15 and FY16, \$800,00 was appropriated and \$776,000 distributed to public libraries with \$24,000 held as 3 percent reserve). In FY17, \$1,010,000 was appropriated, \$27,150 held as 3 percent reserve, and \$105,000 currently restricted.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LIBRARY NETWORKING-TRANSFER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	TRF	0.00	1,010,000	0	0	1,010,000	
	<b>Total</b>	<b>0.00</b>	<b>1,010,000</b>	<b>0</b>	<b>0</b>	<b>1,010,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	1,010,000	0	0	1,010,000	
	<b>Total</b>	<b>0.00</b>	<b>1,010,000</b>	<b>0</b>	<b>0</b>	<b>1,010,000</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	1635 T417 TRF	0.00	(210,000)	0	0	(210,000)	
<b>NET GOVERNOR CHANGES</b>		<b>0.00</b>	<b>(210,000)</b>	<b>0</b>	<b>0</b>	<b>(210,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	800,000	0	0	800,000	
	<b>Total</b>	<b>0.00</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	776,000	0.00	1,010,000	0.00	1,010,000	0.00	800,000	0.00
TOTAL - TRF	776,000	0.00	1,010,000	0.00	1,010,000	0.00	800,000	0.00
GRAND TOTAL	\$776,000	0.00	\$1,010,000	0.00	\$1,010,000	0.00	\$800,000	0.00
GENERAL REVENUE	\$776,000	0.00	\$1,010,000	0.00	\$1,010,000	0.00	\$800,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Library Networking Fund Transfer

**Program is found in the following core budget(s)** Library Networking Fund Transfer

**1. What does this program do?**

State statute (143.183 RSMo) requires the transfer of ten percent of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials, adding to the funding used to meet Missourians' need for accurate and reliable information from libraries. In addition to this transfer, monies received from gifts, contributions, grants or bequests from federal, private or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

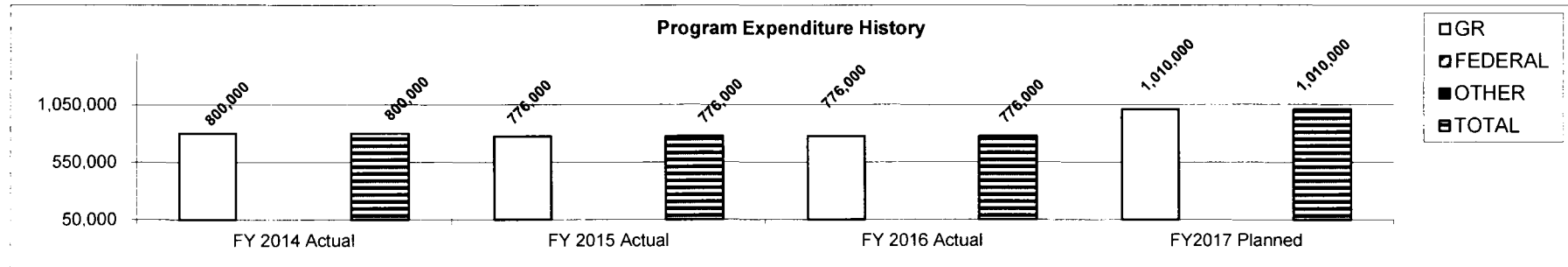
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

# PROGRAM DESCRIPTION

Department Secretary of State

Program Name Library Networking Fund Transfer

Program is found in the following core budget(s) Library Networking Fund Transfer

## 7a. Provide an effectiveness measure.

	2013 (FY14)	2014 (FY15)	2015 (FY16)
Total materials circulated, per statistical report	56,141,122	55,722,391	54,844,567
Materials circulated per person	10.260	10.180	10.012

## 7b. Provide an efficiency measure.

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

### Summer Reading Club:

	2014	2015*	2016**
Children's summer reading club participants	226,087	168,457	157,366
Teen summer reading club participants	61,483	29,492	25,484

\*Note a large library system changed its tradition summer reading program to an online version which greatly impacted the participant count.

\*\*Note two large library systems had branches closed due to renovation.

## 7c. Provide the number of clients/individuals served, if applicable.

	2013	2014	2015
Eligible library districts	165	166	166
Population	5,470,525	5,476,144	5,476,144

## 7d. Provide a customer satisfaction measure, if available.

**NEW DECISION ITEM**  
**RANK: 8 OF 10**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23727C
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Increase	<b>DI#</b> 1231001
	<b>HB Section</b> 12.115

**1. AMOUNT OF REQUEST**

FY 2018 Budget Request					FY 2018 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	3,070,000	3,070,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,070,000</b>	<b>3,070,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds: Library Networking					Other Funds:				

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials . These materials support children learning to read as well as adults taking classes and learning new skills.

In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

NEW DECISION ITEM  
RANK: 8 OF 10

<b>Department:</b> <u>Missouri State Library</u>	<b>Budget Unit</b> <u>23727C</u>
<b>Division:</b> <u>Library Development</u>	
<b>DI Name:</b> <u>Library Networking Fund Increase</u> <b>DI#</b> <u>1231001</u>	<b>HB Section</b> <u>12.115</u>

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is based on the FY18 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers as reported by the Office of Administration.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					3,070,000		3,070,000		
Total PSD	0		0		3,070,000		3,070,000		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	3,070,000	0.0	3,070,000	0.0	0

NEW DECISION ITEM  
RANK: 8 OF 10

Department: Missouri State Library				Budget Unit <u>23727C</u>					
Division: Library Development									
DI Name: Library Networking Fund Increase		DI# 1231001		HB Section <u>12.115</u>					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					0		0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

**NEW DECISION ITEM**  
**RANK: 8 OF 10**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23727C
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Increase	<b>DI#</b> 1231001
	<b>HB Section</b> 12.115

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2016, 157,366 children and 25,484 teens participated in summer reading programs through their public libraries.

**6b. Provide an efficiency measure.**

	2013	2014	2015
<b>Missouri Library Cardholders</b>	3,293,338	3,289,275	3,321,104
<b>Materials Borrowed from Libraries</b>	56,141,122	55,722,391	54,844,567

**6c. Provide the number of clients/individuals served, if applicable.**

5,476,144 residents of Missouri's 166 library districts.

**6d. Provide a customer satisfaction measure, if available.**

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LIBRARY NETWORKING FUND</b>								
Library Networking Increase - 1231001								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	3,070,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	3,070,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$3,070,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$3,070,000	0.00		0.00

**NEW DECISION ITEM**  
**RANK: 9 OF 10**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23728C
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Transfer Increase <b>DI#</b> 1231002	<b>HB Section</b> 12.120

**1. AMOUNT OF REQUEST**

	FY 2018 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	3,070,000	0	0	3,070,000
<b>Total</b>	<b>3,070,000</b>	<b>0</b>	<b>0</b>	<b>3,070,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:     Library Networking

	FY 2018 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizen needs for accurate and reliable information. In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

The increase requested is due to the increase in FY18 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.



**NEW DECISION ITEM**  
**RANK: 9 OF 10**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23728C
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Transfer Increase <b>DI#</b> 1231002	<b>HB Section</b> 12.120

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Program Distributions BOBC 800					0		0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers	3,070,000				0		3,070,000		
<b>Total TRF</b>	<u>3,070,000</u>		<u>0</u>		<u>0</u>		<u>3,070,000</u>		<u>0</u>
<b>Grand Total</b>	<u>3,070,000</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>3,070,000</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK: 9 OF 10**

<b>Department: Missouri State Library</b>				<b>Budget Unit 23728C</b>					
<b>Division: Library Development</b>									
<b>DI Name: Library Networking Fund Transfer Increase</b>				<b>DI# 1231002</b>					
				<b>HB Section 12.120</b>					
<b>Budget Object Class/Job Class</b>	<b>Gov Rec GR DOLLARS</b>	<b>Gov Rec GR FTE</b>	<b>Gov Rec FED DOLLARS</b>	<b>Gov Rec FED FTE</b>	<b>Gov Rec OTHER DOLLARS</b>	<b>Gov Rec OTHER FTE</b>	<b>Gov Rec TOTAL DOLLARS</b>	<b>Gov Rec TOTAL FTE</b>	<b>Gov Rec One-Time DOLLARS</b>
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
					0		0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers	<u>0</u>						0		
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
RANK: 9 OF 10

<b>Department:</b> <u>Missouri State Library</u>	<b>Budget Unit</b> <u>23728C</u>
<b>Division:</b> <u>Library Development</u>	
<b>DI Name:</b> <u>Library Networking Fund Transfer Increase</u> <b>DI#</b> <u>1231002</u>	<b>HB Section</b> <u>12.120</u>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2016, 157,366 children and 25,484 teens participated in summer reading programs through their public libraries.

**6b. Provide an efficiency measure.**

	2013	2014	2015
<b>Missouri Library Cardholders</b>	3,293,338	3,289,275	3,321,104
<b>Materials Borrowed from Libraries</b>	56,141,122	55,722,391	54,844,567

**6c. Provide the number of clients/individuals served, if applicable.**

5,476,144 residents in Missouri's 166 library districts.

**6d. Provide a customer satisfaction measure, if available.**

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

# DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
A & E Transfer Increase - 1231002								
TRANSFERS OUT	0	0.00	0	0.00	3,070,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	3,070,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,070,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$3,070,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00



# SUPPLEMENTAL NEW DECISION ITEM

Department: Secretary of State

House Bill Section

Division: Elections

DI Name: Election Costs Transfer

DI #: 2231001

Original FY 2017 House Bill Section, if applicable 12.080

## 1. AMOUNT OF REQUEST

	FY 2017 Supplemental Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	307,977	0	0	307,977
Total	307,977	0	0	307,977

FTE	0.00	0.00	0.00	0.00
POSITIONS	0	0	0	0

NUMBER OF MONTHS POSITIONS ARE NEEDED:

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2017 Supplemental Governor's Recommendation			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	0	0	0	0

FTE	0.00	0.00	0.00	0.00
POSITIONS	0	0	0	0

NUMBER OF MONTHS POSITIONS ARE NEEDED:

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. WHY IS THIS SUPPLEMENTAL FUNDING NEEDED? INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The Secretary of State (SOS) receives a core of \$400,000 for special election costs. In the FY16 budget request, a new decision item was included for the estimated Presidential Primary costs that would be incurred. An estimated ("E") appropriation was also requested. The SOS did not receive full funding of this request or the "E" that had been requested. The SOS reimbursed the LEAs the full amount of the \$400,000 appropriation.

\$307,977 was requested by the previous administration; however, the law does not allow for reimbursement of all types of special elections. The revised request for \$164,743.91 is the outstanding balance due to the local election authorities for the cost of the presidential primary.

**SUPPLEMENTAL NEW DECISION ITEM**

**Department:** Secretary of State

**House Bill Section** \_\_\_\_\_

**Division:** Elections

**DI Name:** Election Costs Transfer

**DI #:** 2231001

**Original FY 2017 House Bill Section, if applicable** 12.080

**3. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why.)**

The SOS received a \$7,776,574 appropriation for special election costs for FY16. The SOS reimbursed the LEAs the full amount of that appropriation. The previous administration requested \$307,977; however, the request is being decreased to \$164,743.91 for the outstanding balance due to the local election authorities for the cost of the presidential primary.

**4. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	E
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	
							0		
							0		
							0		
<b>Total EE</b>	0		0		0		0		
Program Distributions					0		0		
<b>Total PSD</b>	0		0		0		0		
Transfers	307,977						307,977		
<b>Total TRF</b>	307,977		0		0		307,977		
<b>Grand Total</b>	307,977	0.0	0	0.0	0	0.0	307,977	0.0	

**SUPPLEMENTAL NEW DECISION ITEM**

<b>Department:</b> Secretary of State		<b>House Bill Section</b> _____
<b>Division:</b> Elections		
<b>DI Name:</b> Election Costs Transfer	<b>DI #:</b> 2231001	<b>Original FY 2017 House Bill Section, if applicable</b> <u>12.080</u>

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	E
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	
							0		
							0		
							0		
<b>Total EE</b>	0		0		0		0		
Program Distributions					0		0		
<b>Total PSD</b>	0		0		0		0		
Transfers	0						0		
<b>Total TRF</b>	0		0		0		0		
<b>Grand Total</b>	0	0.0	0	0.0	0	0.0	0	0.0	



**SUPPLEMENTAL NEW DECISION ITEM**

**Department:** Secretary of State

**House Bill Section** \_\_\_\_\_

**Division:** Elections

**DI Name:** Election Costs Transfer

**DI #:** 2231001

**Original FY 2017 House Bill Section, if applicable** 12.080

**5. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**5a. Provide an effectiveness measure.**

**5b. Provide an efficiency measure.**

**5c. Provide the number of clients/individuals served, if applicable.**

**5d. Provide a customer satisfaction measure, if available.**

**SUPPLEMENTAL NEW DECISION ITEM**

**Department:** Secretary of State

**House Bill Section** \_\_\_\_\_

**Division:** Elections

**DI Name:** Election Costs Transfer

**DI #:** 2231001

**Original FY 2017 House Bill Section, if applicable** 12.080

**6. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

# DECISION ITEM SUMMARY

Budget Unit	SUPPL DEPT	SUPPL DEPT	SUPPL GOV	SUPPL GOV	SUPPL GOV	SUPPL GOV	SUPPL	SUPPL
Decision Item	REQUEST	REQUEST	RECOMMENDED	RECOMMENDED	REL RESERVE	REL RESERVE	MONTHS FOR	POSITION
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE		
Fund								
<b>SPECIAL ELECTION COSTS-0686</b>								
Special Election Cost Increase - 2231001								
PROGRAM-SPECIFIC								
STATE ELECTIONS SUBSIDY	307,977	0.00	307,977	0.00	0	0.00	0	0.00
TOTAL - PD	307,977	0.00	307,977	0.00	0	0.00	0	0.00
TOTAL	307,977	0.00	307,977	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$307,977</b>	<b>0.00</b>	<b>\$307,977</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

**SUPPLEMENTAL NEW DECISION ITEM**

<b>Department: Secretary of State</b>		<b>House Bill Section</b> _____
<b>Division: Elections</b>		
<b>DI Name: Special Elections Cost</b>	<b>DI #: 2231002</b>	<b>Original FY 2017 House Bill Section, if applicable</b> <u>12.075</u>

**1. AMOUNT OF REQUEST**

	FY 2017 Supplemental Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	307,977	307,977
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>307,977</b>	<b>307,977</b>

FTE	0.00	0.00	0.00	0.00
POSITIONS	0	0	0	0
NUMBER OF MONTHS POSITIONS ARE NEEDED: _____				

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Election Subsidy Fund (0686)

	FY 2017 Supplemental Governor's Recommendation			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	307,977	307,977
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>307,977</b>	<b>307,977</b>

FTE	0.00	0.00	0.00	0.00
POSITIONS	0	0	0	0
NUMBER OF MONTHS POSITIONS ARE NEEDED: _____				

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. WHY IS THIS SUPPLEMENTAL FUNDING NEEDED? INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Secretary of State (SOS) receives a core of \$400,000 for special election costs. In the FY16 budget request, a new decision item was included for the estimated Presidential Primary costs that would be incurred. An estimated ("E") appropriation was also requested. The SOS did not receive full funding of this request or the "E" that had been requested. The SOS reimbursed the LEAs the full amount of the \$400,000 appropriation.

\$307,977 was requested by the previous administration; however, the law does not allow for reimbursement of all types of special elections. The revised request for \$164,743.91 is the outstanding balance due to the local election authorities for the cost of the presidential primary.

**SUPPLEMENTAL NEW DECISION ITEM**

<b>Department:</b> Secretary of State		<b>House Bill Section</b> _____
<b>Division:</b> Elections		
<b>DI Name:</b> Special Elections Cost	<b>DI #:</b> 2231002	<b>Original FY 2017 House Bill Section, if applicable</b> <u>12.075</u>

**3. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why.)**

The SOS received a \$7,776,574 appropriation for special election costs for FY16. The SOS reimbursed the LEAs the full amount of that appropriation. The previous administration requested \$307,977; however, the request is being decreased to \$164,743.91 for the outstanding balance due to the local election authorities for the cost of the presidential primary.

**4. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	E
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	
							0		
							0		
							0		
<b>Total EE</b>	0		0		0		0		
Program Distributions					307,977		307,977		
<b>Total PSD</b>	0		0		307,977		307,977		
Transfers							0		
<b>Total TRF</b>	0		0		0		0		
<b>Grand Total</b>	0	0.0	0	0.0	307,977	0.0	307,977	0.0	

**SUPPLEMENTAL NEW DECISION ITEM**

**Department:** Secretary of State **House Bill Section** \_\_\_\_\_

**Division:** Elections

**DI Name:** Special Elections Cost **DI #:** 2231002 **Original FY 2017 House Bill Section, if applicable** 12.075

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	E
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	
							0		
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		
Program Distributions					<u>307,977</u>		<u>307,977</u>		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>307,977</u>		<u>307,977</u>		
Transfers							<u>0</u>		
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>307,977</u>	<u>0.0</u>	<u>307,977</u>	<u>0.0</u>	

**SUPPLEMENTAL NEW DECISION ITEM**

**Department:** Secretary of State

**House Bill Section** \_\_\_\_\_

**Division:** Elections

**DI Name:** Special Elections Cost

**DI #:** 2231002

**Original FY 2017 House Bill Section, if applicable** 12.075

**5. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**5a. Provide an effectiveness measure.**

**5b. Provide an efficiency measure.**

**5c. Provide the number of clients/individuals served, if applicable.**

**5d. Provide a customer satisfaction measure, if available.**

**SUPPLEMENTAL NEW DECISION ITEM**

Department: Secretary of State

House Bill Section                     

Division: Elections

DI Name: Special Elections Cost DI #: 2231002

Original FY 2017 House Bill Section, if applicable 12.075

**6. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**



**DECISION ITEM DETAIL**

Budget Unit	SUPPL DEPT	SUPPL DEPT	SUPPL GOV	SUPPL GOV	SUPPL GOV	SUPPL GOV	SUPPL	SUPPL
Decision Item	REQUEST	REQUEST	RECOMMENDED	RECOMMENDED	REL RESERVE	REL RESERVE	MONTHS FOR	POSITION
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE		
<b>SPECIAL ELECTION COSTS-0686</b>								
<b>Special Election Cost Increase - 2231001</b>								
PROGRAM DISTRIBUTIONS	307,977	0.00	307,977	0.00	0	0.00	0	0.00
TOTAL - PD	307,977	0.00	307,977	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$307,977</b>	<b>0.00</b>	<b>\$307,977</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$307,977	0.00	\$307,977	0.00	\$0	0.00		0.00